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ABSTRACT

This report assesses the library and information needs of Oklahoma residents and proposes goals and objectives, plans of action, allocation of funds, program formulation, and priorities and evaluation procedures for dealing with these designated areas over a five year period. Based on data from a needs assessment study and library evaluations, areas of need are indicated for: (1) unserved and inadequately served populations; (2) public library staff; (3) availability of materials; (4) disadvantaged, limited English speaking, younger and older populations; (5) handicapped persons; (6) institutionalized persons; and (7) interlibrary cooperation. A plan of action is formulated for each area of need, including standards, goals and objectives, Oklahoma Department of Libraries services, legislation and funding, personnel and resources, and interlibrary cooperation and networking. These plans of action support a number of objectives within the long-range plan and are designed to achieve goals as outlined. Various agencies will be responsible for formulating criteria, priorities, and procedures for administering the programs, along certain guidelines, under the Library Services and Construction Act (LSCA). Methods of program evaluation will include public attitude, statistics, program evaluation, and Oklahoma Department of Libraries' evaluation. Library and population statistical data, LSCA information, and Governor's Conference Resolutions are appended. (CWM)

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OKLAHOMA

LONG-RANGE PROGRAM FOR

LIBRARY DEVELOPMENT

1979-1984

Prepared by

Oklahoma Department of Libraries

and

Financed in part by

Library Services and Construction Act Funds

October 1978

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TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM."

It shall be the policy of the State of Oklahoma to promote, support, and implement the development and maintenance of adequate public and special library facilities and services throughout the State in whatever forms and by whatever means may be most beneficial and feasible. Adequate library services are deemed to be necessary to the cultural, educational and economic development of the State of Oklahoma and to the health, safety and welfare of its people, and to be the responsibility of government at all levels.

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PART I

INTRODUCTION

INTRODUCTION

This document has been prepared in compliance with requirements of the Library Services and Construction Act. It was prepared by the staff of the Oklahoma Department of Libraries in consultation with the State LSCA Advisory Council and the Department of Libraries Board. It sets forth the goals and objectives for library development based on identified needs. In most cases these needs are based on actual statistics for Oklahoma and comparison of the data with selected criteria as set forth in this plan.

The primary role of this document is to set forth goals, which if realized, would benefit all the citizens of the State in fulfilling their library and information needs. The state library agency has direct responsibilities for public library development and "special library" development as it is defined in the Oklahoma Statutes. The Statutes define special libraries, as they relate to the state library, as being only those supported in whole or part by public funds, excluding those in schools, colleges, museums and county law libraries.* The role of the state library agency in relation to academic libraries, school libraries and special libraries other than those defined above is advisory and supportive.

The entire Long-Range Program is directed toward the overall purpose of providing adequate library service to all the citizens of Oklahoma. All library programs, policies, and developments in Oklahoma are aimed toward the final realization of such a purpose. Adequate library service, being as diverse as there are library users, is difficult if not impossible to define. Planning for adequate library service within the bounds of resources available (such as personnel, materials, and funds) is a constantly changing and ever broadening endeavor. The attainment of adequate library service for all citizens of Oklahoma is a challenge for all Oklahoma librarians and all Oklahomans.

*65 O.S. 1971, §1-104.

Library services for Oklahoma citizens began in 1890 when the first Territorial Legislature created a Territorial Library and, at the same time, authorized first class cities (those with a population of 2,500 or more) to maintain public libraries or reading rooms at city expense. In 1893, the Territorial Library was renamed the Oklahoma Library and was located in the Territorial Capitol.

The earliest libraries in Oklahoma were created and maintained by the numerous women's clubs that were prevalent in the 1890's, and many currently existing libraries were started by such groups. The first true public libraries were created in 1901 when the Territorial Legislative Assembly authorized city councils in cities with a minimum population of 5,000 to establish libraries and levy a one mill tax for their support, a ceiling raised to two mills in 1903. Existing libraries were transferred to the cities and received tax support. Guthrie established the first public library in 1901, followed within a month by Oklahoma City, and by El Reno and Chickasha in the following two years.

Statehood in 1907 changed the Oklahoma Library to the State Library of Oklahoma and within three years it moved with State Government from Guthrie to the new capitol, Oklahoma City. Concurrent with the creation of the centralized State Library was the development of service to unserved Oklahomans. The Oklahoma Library Association was organized in a meeting of public, school, and academic librarians, and club women. In addition to establishing free libraries in cities and encouraging their evolution into tax-supported public libraries, the Oklahoma Federation of Women's Clubs had operated a traveling library since 1901 to provide books to rural areas of the State. After a decade of effort by club women and the new library association, the Oklahoma Library Commission was created in 1919, charged with expanding library service to rural areas, raising standards of libraries and reading, and providing library instruction.

One of the earliest concerns of the new Commission was to provide a legal and financial base for library service to Oklahoma's county residents. Efforts were rewarded by the County Library Act of 1929, authorizing the establishment of county libraries or the contracting for county service with city libraries. Counties were enabled to levy 1/2 mill from ad valorem taxes to support county library service. Garfield County, which had maintained a county library, took advantage of the Act, but county library development was effectively stifled by the onset of the Great Depression and the passage of a constitutional amendment in 1933 setting a 15 mill ceiling on ad valorem taxes. After funding mandated services, counties had no money left for libraries.

By the mid-fifties, a new approach to county service became feasible. In 1953, the Oklahoma Library Commission became the Library Extension Division in the office of State Librarian. Together with the Oklahoma Library Association and the University of Oklahoma School of Library Science, the strengthened State Library studied the problem of service to county residents. The solution suggested was a combination of counties to provide library services funded by the 1/2 mill county levy.

In 1955, the Multi-County System Act permitted counties to combine to provide library service. The next year, the Library Services Act, passed by the U. S. Congress, allowed Federal money to be channeled into the development of multi-county libraries. In 1957, Osage and Pawnee counties signed the first multi-county contract, followed by McClain, Cleveland, and Garvin Counties. The programs depended upon the

willingness of county commissioners to finance multi-county systems once Federal support was withdrawn. Despite overwhelming support for the system by county residents, county governments in Osage and Pawnee Counties discontinued the arrangement. Some method of finance more responsive to the citizenry was necessary. In 1960, an amendment to the Oklahoma Constitution permitted the citizens of a county to vote a millage from one to two mills to support a multi-county library system. A 1978 amendment raised the millage maximum to four mills.

Six multi-county systems and two city-county systems (Tulsa and Oklahoma Counties) have been formed in accordance with this legislation.

In 1967, the State Legislature passed the present Oklahoma Library Code, replacing a patchwork quilt of library legislation dating as far back as 1901 with a new codification. The operation of multi-county and metropolitan city-county libraries was carefully defined. The Oklahoma Department of Libraries was created, incorporating the State Library, and carrying responsibility for library development throughout Oklahoma.

The Oklahoma Library Code specifies that the Oklahoma Department of Libraries is "to discharge the responsibility and exercise the authority of the State of Oklahoma for adequate library facilities and services in and for State government and throughout the State."* In addition, "The Department is authorized and directed to discharge the State's responsibility for library service, including service to State government, to public and special libraries and library services, cooperation with and rendering of services to local units of government in the establishment and operation of local libraries and library systems, and the performance of all technical and other services necessary to the Department."**

The Department is responsible for the expenditure of any State funds appropriated for public library purposes. In addition, Federal money for library development from the Library Services and Construction Act (LSCA) is channeled through the State Library Agency. The responsibility for State and Federal funding, with the exception of Federal revenue sharing, rests with the Oklahoma Department of Libraries with appropriations granted by the Oklahoma State Legislature and the U. S. Department of Health, Education, and Welfare, administrator of LSCA.

Expenditures of funds for libraries do not receive a high priority at any level of government. An examination of the total expenditures made by the State of Oklahoma for FY77 reveals that while 44.24 percent was in the field of education, only one-half of one percent of that amount was appropriated for libraries, museums, and culture or $4,800,000 in a State budget of $2,124,000,000.*** For every dollar spent by the State on libraries, museums and culture, the following was spent on such areas as:

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* 65 O.S. 1971 § 1-103
** 65 O.S. 1971 § 3-105
*** Kerr Foundation, 1977 Oklahoma State Expenditures in Brief, pp.7-9

Libraries	$ 1.00
Vocational rehabilitation	3.22
Recreation	5.41
Mental Health	14.03
Natural resources	17.40
State highways	57.38
Public welfare	59.24
Higher education	83.48

The above figures represent both state and federal funds, and underline the fact that libraries occupy a very small part in the overall financial picture at the state level. This is primarily because library service is viewed predominantly as a funding responsibility of local government.

Federal funds may be given to libraries through the Oklahoma Department of Libraries in the form of LSCA grants, and through local agencies in the form of revenue sharing. The Library Services and Construction Act is an amendment of the Library Services Act, originally designed to expand library service to rural areas. LSCA includes aid to urban areas, other areas inadequately served, service to special groups such as the blind and physically handicapped, interlibrary cooperation and networking, and improving and strengthening state library administrative agencies. Oklahoma receives approximately $800,000 annually to carry out the responsibilities under the Act and to meet the needs of the many user groups.

This money is administered on a project-by-project basis, developed in accordance with a state plan submitted to the U. S. Office of Education by the Department of Libraries. One long-standing project within that plan has been the "Development and Expansion of Multi-County Library Systems." Grants are awarded under this project to fund initial development plans for the creation of a new system, a full scale demonstration of system services, expansion of existing system services into new counties, and extension of existing services to new libraries within the system, or for the operation of a system before the initial collection of the tax. These LSCA grants are expended for such things as salaries, office and library equipment, audio-visual equipment, bookmobiles, and books and other library materials. Since Oklahoma began receiving LSCA funds in 1957, an estimated one million dollars has been expended for the purposes of multi-county library system development. In six instances, expenditures of these funds have resulted in new systems while other counties have chosen not to join a system. Authority for the establishment of multi-county library systems and for metropolitan library systems is found in the Library Code.*

Federal revenue sharing was designed as a mechanism for returning federal money to localities for spending as determined on the local level. Libraries were included among the priority services to receive federal revenue sharing money, though in fact they have received a very small portion of the total. In Oklahoma, only 12 libraries

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*65 O.S. 1971 § 4-101 and § 4-109

report receiving revenue sharing funds.* Eight of the libraries have received less than $4,000 each from this source with 3 receiving less than $200. The funds amount to less than 20% of the budget in 10 of the libraries. Of the nearly 200 public libraries in Oklahoma, revenue sharing has had absolutely no effect or impact on 183. Of the 12 libraries receiving revenue sharing money, one library relies almost entirely (97%) on this source of funding, as it should not. In most cases, the loss of revenue sharing support would mean little to library service.

The Oklahoma Department of Libraries, in its annual budget request for recent years, has sought increased state aid funds for public libraries. The Oklahoma Legislature has appropriated $122,753 each year for this purpose since 1973. This amounts to less than .10 per capita for Oklahoma citizens. Until fiscal year 1978, state aid to public libraries was given to multi-county public library systems only.
Based on a new distribution formula and policy adopted by the Oklahoma Department of Libraries' Board in September, 1977, all public libraries meeting certain minimum criteria are eligible for state aid funds, and over 30 public libraries received this support in FY77. The Oklahoma Department of Libraries' budget request for FY79 included $600,000 for state aid to public libraries, or an increase of $476,247. That amount would have raised state aid per capita to over 23 cents, more in keeping with state aid for the surrounding states. The appropriation bill as signed by the Governor in April, 1978, has raised state aid to $215,753 or just under 11 cents per capita. The lower appropriation will require a different funding formula,
but the funds will continue to be distributed to all public libraries meeting minimum standards. Assuming that all libraries will meet such standards, and that the new formula will be a scaled down version of the original formula, the following table can be developed.

TABLE A

FY79 State Aid to Public Libraries

Amount	Number of Libraries	Percent
Less than $100	11	9.6
$101 - 200	29	25.2
$201 - 500	28	24.3
$501 - 1,000	22	19.2
$1,001 - 2,000	11	9.7
$2,001 - 5,000	6	5.2
$5,001 - 20,000	5	4.3
More than 20,000	4	3.5
Total	115	100.0

*FY77 Public Library Annual Reports submitted to the Oklahoma Department of Libraries

TABLE 8

FY'79 State Aid Impact on Library Budget

Amount as % of FY'77 Budget	No. of Libraries	Percent
1 - 2%	62	56.3
2.1 - 6%	18	16.3
6.1 - 10%	9	8.2
10.1 - 20%	12	11.0
20.1 - 40%	4	3.7
Over 40%	1	.9
Total	110	100.0

According to TABLE 8, almost 40% of the libraries will receive less than $500 and more than 56% will receive less than $1000. These small amounts have very little impact on the amount of materials or services that can be provided. Ten hundred dollars, for example, will add approximately two books per month to a collection.

As indicated by TABLE 8, state aid will make only a one to two percent difference in the budget of over half of the libraries, and over 75 percent will be aided at less than a six percent rate. Noticeable, the level of state aid stands at less than three percent. Libraries for which state aid is greater than ten percent of the present budget are, generally, the public libraries that receive inadequate local support. Spending state aid across the State and achieving significant service or material expansion in most Oklahoma libraries require a larger appropriation than has been achieved to date.

Most public libraries in Oklahoma are funded primarily by cities than by any other source. There is a great variance in this funding, however, which ranges from $1/@ to $90.00+. Sixty percent of public libraries in counties not affiliated with systems receive less than $10,000 per year in total support. In cities of less than 2,000 population, 81 percent of the libraries have a salary budget insufficient to pay the average salary of a beginning professional librarian in the southeast. Fifty percent of the large unaffiliated city libraries do not have a full-time professional librarian on the staff. Book budgets suffer a similar fate. Over 60 percent of the unaffiliated libraries have less than $1,000 to books annually, 30 percent have less than $1,000, and over 10 percent have less than $500. Very often, these libraries are dependent upon donations for any effective collection development. One library depends upon the receipts of an annual pancake supper for its entire budget.

Many cities in Oklahoma attempt to provide service to county residents who have no library service of their own, either free of charge, with some support from county funds, or by charging a fee to county users. As at other levels of government, libraries receive less than one percent of the total expenditures provided by local government.

The Multi-County System Act, passed by the Oklahoma Legislature in 1955, enabled counties to assume effective funding responsibility through consolidated library systems. Constitutional amendments in 1960 and 1976 provided for ad valorem tax support for multi-county and metropolitan city-county systems. Counties can now vote up to four mills for such purposes. The county ad valorem tax structure, as currently provided, causes inequities from county to county, even within the same system. These inequities are due in part to the disparity in property valuation and the differences in assessment rates for ad valorem tax purposes.

Twenty-seven counties in Oklahoma have voted the library tax and belong to one of the six multi-county systems. Oklahoma County and Tulsa County each make up a metropolitan city-county library system. Woodward County voted the tax levy in 1976 in readiness for system affiliation, but no adjoining county has yet done so. (Ellis County voted the tax down during the same year.) Among the systems, per capita support ranges from $2.48 to $6.08, although support varies from county to county within the systems. Tulsa County, oddly enough, with the highest per capita support, voted in 1978 to raise the tax rate from 2 to 3 mills. Present system funding, overall, has proven to be a stable base for system support.

The remaining source of income for libraries in Oklahoma is the unaffiliated county option of appropriating up to 1/2 mill tax, which only 10 counties have chosen to do. In these counties, city libraries receive the county funds and offer service to the residents of the entire county. County per capita support in unaffiliated counties ranges from $0.15 in Grant County to $2.09 in Cimarron County. Total income statewide under this option amou to only $71,146. County government, in most cases, does not provide its share of library supp which accounts for 378,028 of Oklahoma's population that is not served by any public library. The map on the following page shows the total per capita amount spent on libraries within each county in Oklahoma.
Total expenditures from all sources for public libraries in Oklahoma averages $3.38 per capita. The low funding of public libraries is of serious concern to those who are aware of the educational and cultural, as well as the recreational, values of these institutions. More than half of the public libraries in Oklahoma subsist on total receipts of less than $10,000 per year and 60% of Oklahoma public libraries have book budgets of $3,000 or less.

A recent study for the National Commission on Libraries and Information Science suggests that the ideal ratio for the funding of public libraries is: Federal, 20%; State, 50%; Local, 30%.* By comparison, the ratio in Oklahoma is: Federal, 9%; State, 3%; Local, 88%. It would seem that Oklahoma's greatest need is for expanding the state aid program. It would be impractical to suggest that Oklahoma could approach the suggested ratio in the forseeable future, but increased funding is needed.

Community leaders in Oklahoma are well aware of the need for funding to provide library service, however, they feel it will automatically increase over the next few years. Funding levels will not be drastically increased until local library users make

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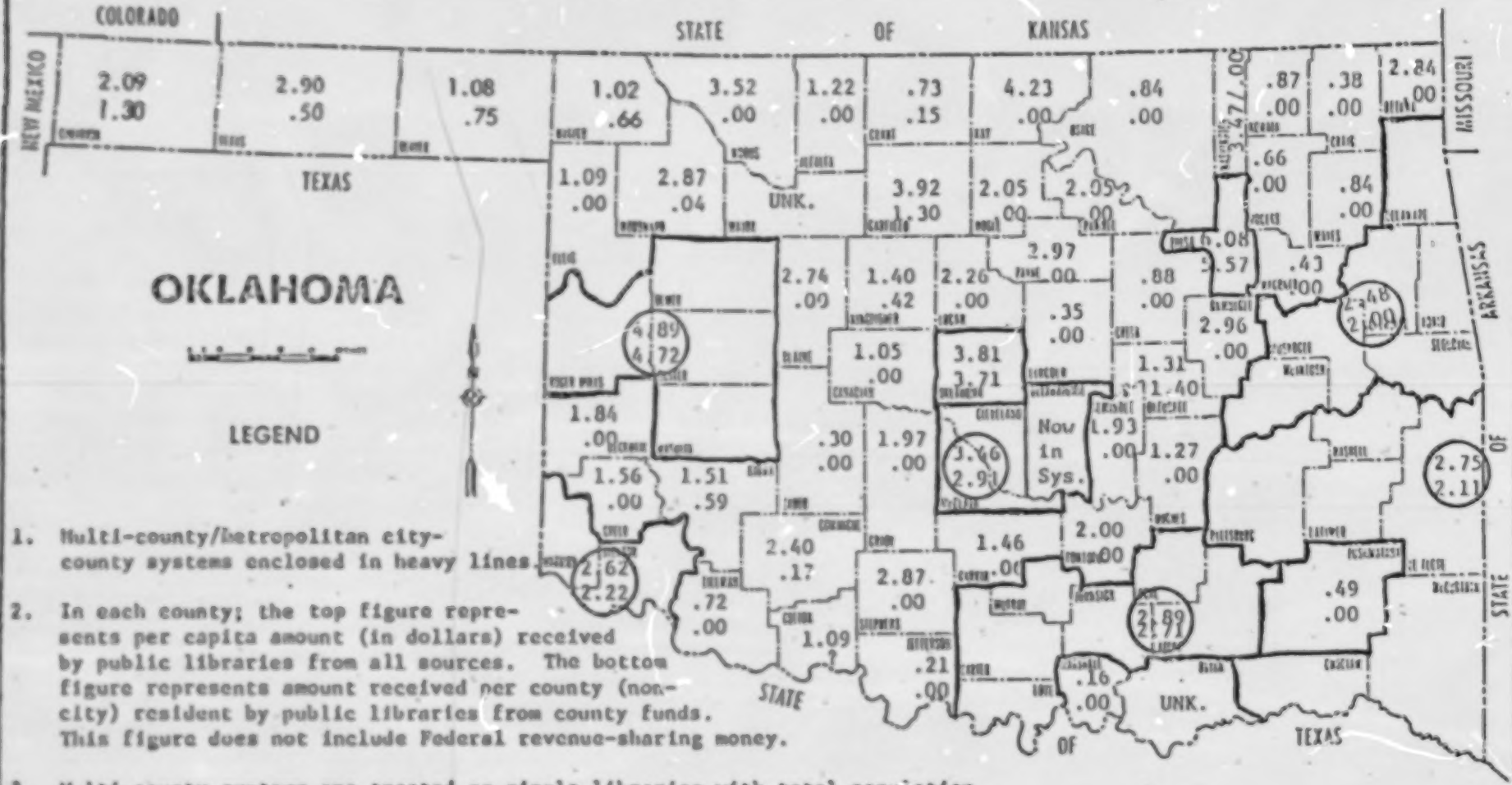
*Government Studies & Systems, Inc. Alternatives for Financing the Public Library. Philadelphia, 1974. p. viii.

Chart 1.Expenditures For Libraries in Oklahoma Counties



1. Multi-county/metropolitan city-county systems enclosed in heavy lines.

2. In each county: the top figure represents per capita amount (in dollars) received by public libraries from all sources. The bottom figure represents amount received per county (non-city) resident by public libraries from county funds. This figure does not include Federal revenue-sharing money.

3. Multi-county systems are treated as single libraries with total population of all participating counties used for each calculation.

Sources: Annual reports of Oklahoma Public Libraries (1976-1977) furnished by the Oklahoma Department of Libraries
1977 Directory of Oklahoma (1975 est. county populations)

National average per capita support -- $5.83.

it known to funding bodies at all levels that better library service is needed. Libraries lack visibility in the political arena, and until direct communication between library users and funding bodies is achieved and continued, public library support will remain a low priority.

One legislator has stated that until all types of libraries, public, school, and academic, present a unified plan for increased funding, he would not favor any significant increases. Others point to programs that are also in need of increases, and explain that their priorities lie there.

While some unaffiliated libraries in Oklahoma are able to provide good library service, there is no question that the majority are in need of a better way of serving the library public. The consolidated multi-county library system, through a sharing of resources, provides the best available mechanism for improving library service. The income for a system is collected from each county within the system and accumulated into one central budget which is administered from the headquarters of the system located in one of the counties. Branch libraries are located throughout the system in all counties to provide public library services to the entire population of a system. Savings in administrative costs, quantity purchasing and centralized processing, as well as the sharing of materials, staff expertise, and planned programs make systems the most effective and efficient way of providing good library service.

There are well over 100 unaffiliated public libraries in the State serving 26% of the State's population. Support for these libraries, from all funds, is 77 cents per capita lower than for system libraries. Of the estimated 96 professional librarians in Oklahoma public libraries, only 22 are working in unaffiliated libraries. (Fifty-eight are located in the Tulsa and Oklahoma City Metropolitan systems.) Funding is simply not available, outside of the larger cities, to support quality library service and to provide well-qualified professional staff.

The findings of a recent study indicate the major reasons given by unaffiliated libraries for not being part of a system are:

1. fear of loss of local autonomy;
2. reluctance of citizens to vote on additional tax; and
3. the feeling on the part of the librarian that the library is providing sufficient service and there is no need to join a system.

The reluctance of voters to support a library tax can be attributed to any number of reasons, including inflation and recession. Lacking a scientific study of voter response, observation might indicate that the lack of visibility of the libraries and their value to a community is a major cause of voter apathy. There appears to be a need for a strong public relations program, initiated at the local level, to improve the image of the public library.

The third reason for reluctance to enter into a multi-county system, the feeling of

sufficiency, tends to strongly support the first. Many local librarians do not want the intrusion of outsiders and resent being advised that their library could do a better job. Others, with relatively good budgets and at least one professional staff member, are doing a good job of meeting the needs of their users, at least in comparison to the smaller libraries. But there still remains the unserved 15% of the state's population. Without multi-county systems, who will serve their library needs?

The role of the Oklahoma Department of Libraries in the development of multi-county library systems, is substantial. As set forth in the Library Code, the Oklahoma Department of Libraries' Board must approve any proposed library system.* The Department plays a coordinating role in the development of a system and maintains a staff of consultants who work with librarians, community leaders, county officials, and others, from the preliminary stages through the final establishment of a system. Federal funds are not only used for grants to the local areas to provide services, but are also used for salaries and expenses of the consultants.

The newest library system in Oklahoma is the Southern Prairie Library System in Harmon and Jackson Counties established in 1972. At that time, Tillman County voted not to join the system. Pottawatomie County voted a tax in 1976 and joined the Pioneer Multi-County Library System. Efforts have continued throughout the State to interest other counties in library system development, with few results. Initiative grants, which fund studies at the local level to determine the feasibility of library system development and the drafting of a preliminary plan for an area, have been given to Lawton, Miami, Guthrie, and Stillwater in FY77. Final reports from these projects are not yet available.

The headquarter cities for the existing systems, including Tulsa and Oklahoma City, are Altus, Ardmore, Clinton, McAlestor, Muskogee, and Norman. With the exception of the Pioneer Multi-County Library System in Cleveland, McClain & Pottawatomie Counties, the systems are located in very rural counties in Oklahoma, away from the metropolitan centers. Cities which serve as headquarters have fairly small populations, the largest being Muskogee with a population of 37,331. Proximity to a metropolitan area may indicate that either services from those areas are available to surrounding counties, or that counties assert their independence in fear of being swallowed up by the great metropolitan sprawl. Demographic studies indicate that counties with a high concentration of low income families are more likely to unite in systems. Fifteen of the 17 counties with the highest percentage of families below poverty level are in systems.** No other characteristic indicated a significant trend in system versus non-system counties.

Two extensive statewide projects were undertaken during FY78 that will have powerful and long-lasting implications for library development plans in Oklahoma. Both projects were directed by the Oklahoma Department of Libraries as part of the LSCA Annual Program.

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*65 O.S. 1971 § 4-102

**U.S. Bureau of the Census, Census of Population: 1970, General Social and Economic Characteristics, PC(1)-C33 Oklahoma, Table 124.

NEEDS ASSESSMENT STUDY OF OKLAHOMA LIBRARIES:

The study is the result of the planning efforts of many librarians and library trustees in Oklahoma. They recognized the necessity of assessing the needs of Oklahomans for library and information services in the late '70's and for determining what resources will be necessary if these needs are to be met during the coming decade.

Oklahoma libraries are at a crossroads seeking direction for the future. Many people are concerned that this direction not be aimless, but rather that it be based on facts concerning real needs of the State. Thus, in May, 1977, the Oklahoma Department of Libraries launched a Needs Assessment Study of Oklahoma Libraries.

The primary objectives of the study were to determine the effectiveness of libraries in the State of Oklahoma in meeting user needs and to identify directions for library development for the future decade. The major focus of the study was public libraries in Oklahoma, although many academic, school, and special libraries participated in the survey of needs. The objectives of the study have been met and future planning for Oklahoma library development will draw significantly from the needs and recommendations established through this research project.

OKLAHOMA GOVERNOR'S CONFERENCE ON LIBRARIES AND INFORMATION SERVICES

In the Spring of 1978, Oklahoma held its Governor's Conference in Oklahoma City, involving 100 lay and 50 librarian delegates from all areas of the State. Countless others were involved in various ways in planning and carrying out the three day session. The final success of the Conference was realized through the commitment to the growth and development of Oklahoma's libraries by each one of the delegates, the spectators, and conference workers.

The Conference provided a broad forum for the discussion and exploration of matters pertaining to the State's public, school, special, and academic libraries. The needs and potentials of all libraries were considered in the drafting and final adoption of over 50 resolutions. These resolutions, which delineate the needs of the State's libraries as perceived by its citizens, will be used as a basis for present and future library planning in Oklahoma.

PART II

IDENTIFIED NEEDS

II. IDENTIFIED NEEDS FOR OKLAHOMA LIBRARIES

Based on data from the Needs Assessment Study, citizen input and involvement during the Governor's Conference and following, Annual Report data submitted by public libraries throughout the State, and through questionnaires and evaluations of the library situation by Oklahoma Department of Libraries' staff, the following needs have been identified, in relation to adopted criteria, for public libraries in the State of Oklahoma.

A. Unserved and Inadequately Served Population:

Of the 2,559,253 persons in Oklahoma (1970 Census), 378,028 (14.8%) in 44 of the 77 counties are not supporting and therefore do not have direct access to public library service.

Oklahoma presently has six multi-county public library systems and two city-county library systems serving 29 counties. The average per capita local library system support is $3.75, ranging from $2.00 in a rural system to $5.57 in a large metropolitan city-county system. System per capita support from all funds averages $4.20.

Unaffiliated public libraries exist in each of the remaining 48 counties with an average local per capita support of $2.92. Average per capita support from all funds for unaffiliated libraries is $3.43.

The average per capita statewide support from all funds is presently $3.38 (including the unserved population).

In order to provide adequate library service, adequate funding is essential. Oklahoma Public Library Goals for '75 sets $5.00 per capita as the standard to be achieved by 1975 while the National Inventory of Library Needs establishes $9.00 per capita for most of the State's population with $10.00 per capita for the Tulsa system and $12.00 per capita as the standard for the Oklahoma City area system.

Oklahoma's funding needs, therefore, are:

(Chart on next page)

Area	Present	Goals	Need	National Inventory	Need
Statewide	$3.38	$5.00	$1.62	$	$
Okla. City area	3.68	5.00	1.32	12.00	8.32
Tulsa area	6.08	5.00		10.00	3.91
Statewide except Tulsa and Okla. City	2.39	5.00	2.61	9.00	6.61

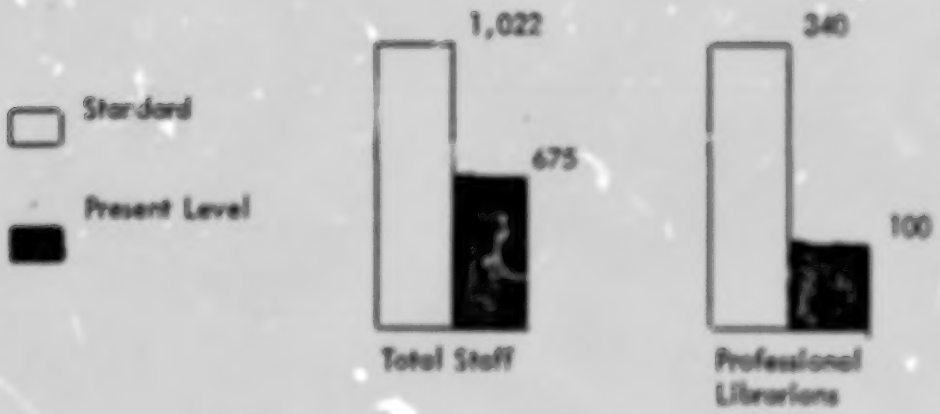
Oklahoma needs increased funding, particularly on the local and state levels, to adequately support public library services. More importantly, those Oklahomans presently unserved must have public library services made available to them.

B. Public Library Staff:

Providing service to the 2,181,225 Oklahomans now served by public libraries are 675 full-time equivalent staff, as reported to the Oklahoma Department of Libraries. The eight systems employ about 65% of this staff, or 55 FTE per system while the non-system libraries average a little over 2 FTE per library. None of the system libraries and only 39% of the non-system libraries meet the ratio of staff to population set by the Goals for '75.

The most serious personnel deficiency in public libraries is the number of trained professional librarians. There are about 100 serving the 125 libraries and library systems. However, these 100 librarians serve in a total of 22 libraries while the remaining 103 have no professional librarians on their staffs.

According to the standards set by Oklahoma Public Library Goals for '75, the state needs 347 additional staff in FTE with 240 of these positions filled by professional librarians. (See Addendum F).



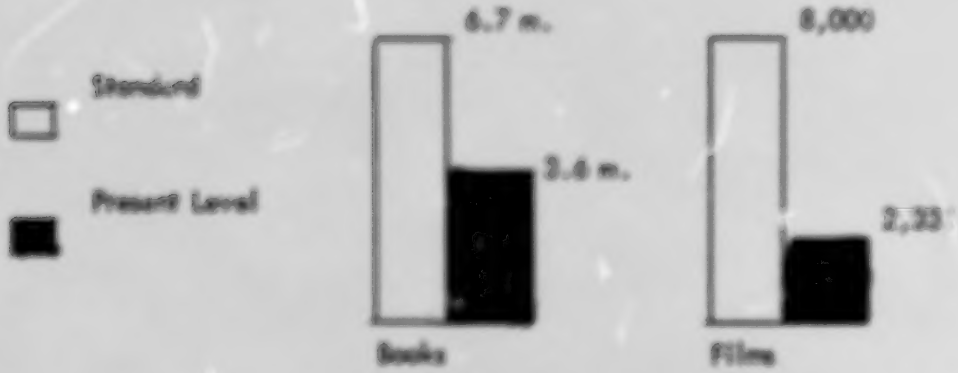
In light of Oklahoma's adopted criteria which states that "continuing education is essential for all library personnel . . .," strong evidence indicates that, while a number of continuing education opportunities exist annually, few librarians take advantage of such opportunities. In a recent survey it was discovered that librarians from only 14 of 116 public libraries reported participating in any continuing education activity. The majority of non-participants were in small libraries serving populations of 10,000 or fewer. There is an obvious need for librarians and other staff members of the 102 non-participating libraries to take advantage of and benefit from continuing education.

C. Availability of Library Materials:

Oklahoma public libraries contain a reported 3,669,861 volumes of books. As compared to the standards established by Goals for '75 and the National Inventory, Oklahoma needs an additional three million volumes to attain adequacy. (See Addendum H).

Quantity of library books does not reflect the quality of collections which, without effective measurements, remains a question mark, but spot checks indicate that the quality of many collections in Oklahoma is poor and out-of-date.

The audio-visual holdings of public libraries totals a reported 45,060 for all types of such materials with a reported total of 2,331 films. Minimum Standards for Public Library Systems, 1966, establishes the standards of a minimum collection of 1,000 films and 5,000 recordings for each public library system. Using only the eight systems (where total A-V holdings are 31,840) the total audio-visual holdings should be 48,000, with 8,000 films.



Another consideration in the availability of materials is the hours of service offered by public libraries. The numbers of hours open in most situations are below the standards established by the Goals for '75.

The Oklahoma Teletype Interlibrary System (OTIS) has attempted to fill the gap over the past 10 years. Over 26,000 requests were filled through the system during the past year, accounting for only 3% of the total statewide circulation, and more resources are necessary to meet the needs of Oklahoma citizens.

D. Disadvantaged, Limited English Speaking, Younger and Older Populations:

There are 102,210 families in Oklahoma with an income considered to be below the poverty level, accounting for 15% of the families in the State. The per capita income for the State is $3,289. Oklahoma ranks 12th in the nation in the percentage of population below the poverty level. Every county in the State has a lower per capita income than the U. S. per capita figure, and the State as a whole falls in the lower one-third of states ranked in descending order of per capita income.

In 1970, there were 227,875 persons in Oklahoma whose mother tongue was other than English. Five counties (Oklahoma, Tulsa, Comanche, Cleveland, and Garfield in that order) account for 114,638 or 48.2% of the total. Adair County has only 3,959, or 1.6% of the State total, but this is 26.1% of the total Adair County population, compared to a State median density of 8.6%. The top five counties in density of limited English speaking population compared with total population are Adair, Delaware, Hughes, Kiowa, and Comanche.

The Spanish language population in Oklahoma totaled 26,807 in 1970, of these, 12,744 are children 14 years of age and under. One-half of these people live in the three largest Oklahoma counties (Oklahoma, Tulsa, and Comanche) with a combined total of 19,069. Three rural counties, Harmon, Tillman, and Jackson, are at the top of the list in density of this segment of population compared with total population.

Oklahoma is distinguished by the largest Indian population of any state in the Nation, with a total of 98,468, of these 24,284 are children 14 years of age and under.

Blacks number 171,892, of these, 61,155 are children 14 years of age and under.

Older Oklahomans number 371,780 which is 14.3% of the total population. These older Oklahomans are largely concentrated in Alfalfa, Grear, Hughes, and Jefferson Counties, which have levels of above 20% of total population. Comanche County is the only county in Oklahoma with less than 9% of its population among the elderly. The preponderance of elderly in a county affects the social and economic development of that county, as well as its planning for libraries. However, in total numbers, the larger counties (in population) have most of the old people in Oklahoma in their boundaries, as would be expected.

The juvenile (under 14) population of Oklahoma is 689,700 or 27% of the total population. There is reasonable evidence that this group receives less than adequate library service, but no statistics are available at this time.

As inadequacies and needs exist for all Oklahoma citizens, so do they exist in abundance for special segments of the population. All these segments of Oklahoma's population need and deserve adequate library service, which at present is unavailable to them. Programs and services directed toward Indians, Blacks, bilinguals, the elderly, the juveniles, the economically disadvantaged, and others, are needed in a coordinated effort to serve all Oklahomans.

f. Handicapped Persons in Oklahoma:

Based on a national estimate (Division of the Blind and Physically Handicapped) which uses 2.7% of each state's population as the number of persons likely

to be eligible for library services to the blind and physically handicapped, there is likely to be as many as 95,000 persons in Oklahoma eligible for such services. At this time, only a little over 10,000 have been identified and an estimated 2,000 receive service through the Oklahoma Library for the Blind and Physically Handicapped.

The Oklahoma Library for the Blind and Physically Handicapped has been under the direction of the Department of Institutions, Social and Rehabilitative Services since 1969.* LSCA funds are made available to that Department through a grant each year and relevant programs for extending and expanding services to the blind and physically handicapped are developed and implemented by that Department.

A need exists to identify that portion of Oklahoma's population that is considered to be blind or physically handicapped, to publicize the library services and programs available to them, and to extend such services and programs to all areas of the State.

f. Institutionalized:

Over 10,000 of Oklahoma's population are in the 28 state supported institutions. The libraries in these institutions have just over 100,000 volumes of books of questionable quality and only two such libraries employ a professional librarian, according to reports submitted for fiscal year 1977. (See Addendum IV).

According to the Library Services in Selected Oklahoma Correctional Institutions, a monitoring report of six sub-grant projects, by Danny Stephens (1978), the following needs have been identified for the six correctional institutions surveyed in the report:

A. Library Materials	1977 Condition	Need
Basic book collection	11,700	12,450
Annual acquisitions	dependent on grant	2,072
Periodical subscriptions	92	198

*70 O.S. 1971, § 8

9. Library Materials (continued)	1977 Condition	Need
Art Prints	0	15+100
Audio Tapes	140	180
8. Professional Librarians	1/3	2 1/3

Needs concerning additional library personnel, facilities, accessibility, reference service, circulation, policies and procedures, organization, and programming were also identified. The conditions which exist in these six institutions are not unique to them and similar conditions and needs are prevalent in the other 22 institutions.

At the present time, the Department of Libraries does not employ a full-time librarian to coordinate the institutional program. Efforts have been and are being made, through the FY79 and FY80 budget requests, to support such a position. Present staff, allotting part of their time to institutional programming, will work toward identifying the existing needs in other state institutions, and toward implementing the plans incorporated in Stephens' report.

An incomplete survey of state institution libraries reveals the following needs: Books - 29,788; Periodical subscriptions - 488; Professional librarians - 17.

The greatest needs for institutional libraries are the employment of a full-time coordinator at DOL, increased book collection for institution libraries, and professional librarians employed at the state institution libraries.

G. Interlibrary Cooperation:

Oklahoma libraries have enjoyed cooperative activities for many years. Among such successful ventures are the creation of 8 multi-county public library systems, the Oklahoma Teletype Interlibrary System (OTIS), the Oklahoma Union List of Serials, and reciprocal cooperative agreements between academic libraries and between public library systems.

Eighteen Oklahoma libraries are members of the AMIGOS Bibliographic Council which contracts with OCLC, Inc., for computerized cataloging service

and over 100,000 titles have been logged into the OCLC data base by these libraries since February, 1976. A project is currently underway to develop a machine readable data base of the books of the Oklahoma Department of Libraries, the Metropolitan Library System, and the Tulsa City-County Library. This union catalog will provide the basis for a statewide catalog.

On June 29, 1977, a Network Advisory Council was formed to provide planning and policy advice in matters of resource sharing, networking, and technological applications to the LSCA Advisory Council and the Oklahoma Department of Libraries. Composed of librarians from all types of libraries in Oklahoma, with a commitment to furthering cooperative activities for the benefit of Oklahoma citizens, the future of multi-type library cooperation in Oklahoma will be a unified one.

According to the findings of the Needs Assessment Study based on surveys, questionnaires, and available data, the following needs have been identified for inter-library cooperation and networking in Oklahoma:

1. A plan specifying how Oklahoma libraries will use the OCLC net to their best advantage needs to be developed.
2. Document delivery between libraries is a substantial problem. As the mechanism for successful interlibrary loan becomes easier there will undoubtedly be more traffic. An examination of who is lending to whom and how much may provide an idea of where specialized delivery service, e.g., vans, could be used to best advantage.
3. Oklahoma librarians need direction and education in their cooperative activities.
4. There is a need for a coordinated plan of cooperative action between schools and public libraries. This plan must show clearly how both parties benefit and should show ways of maximizing the expenditures of state funds.
5. There is a need for city and town libraries to affiliate with cooperative arrangements to improve services and spend their dollars more effectively.

PART III

GOALS AND OBJECTIVES

III. GOALS AND OBJECTIVES

The Oklahoma Department of Libraries recognizes the opportunity for those concerned with Oklahoma libraries to set priorities and implement plans as a result of the Needs Assessment Study and the Governor's Conference. Throughout the process of setting priorities and implementing plans, the Department will do so with what it believes to be the four major challenges to library service in Oklahoma. Those challenges are:

1. To increase the visibility of libraries.
2. To achieve a fair ratio between local, state and federal financial support while maintaining maximum local effort.
3. To achieve a formal inter-dependency on all types of libraries in the state while extending and improving library service where there is none, or where obvious inadequacies exist.
4. To increase the quality and quantity of personnel to staff the libraries.

The Department realizes that only through thoughtful analysis of the Needs Assessment and Conference results by all concerned will we receive dividends as a result of the investment in these two historic undertakings. Our challenge is before us and the path is clear.

The Department views both the study and conference results as a mandate to meet the above challenges in the following areas:

1. Standards, Goals, and Objectives
2. ODL Services
3. Legislation and Funding
4. Personnel and Resources
5. Interlibrary Cooperation and Networking

Both the challenges and the areas of concern listed above have been incorporated in the development of the following goals and objectives for Oklahoma's

libraries. The goals and objectives are based primarily on identified needs.

A. Unserved and Inadequately Served Population:

Goal 1. To satisfy the needs of those persons presently receiving library service, to identify and reach those persons who are not presently using library facilities available to them, and to extend library service to those persons who have no public library to serve them.

Objective 1. Secure adequate funding and staffing through private, local, state, and Federal sources.

Objective 2. Support and strengthen the philosophy of public multi-county library systems and multi-type library cooperatives in the state.

Goal 2. To develop standards for and valid measures of the effectiveness of library services in all types of libraries in Oklahoma.

Objective 1. Encourage and work with appropriate agencies and organizations in the research and development of standards for adequate library service in all types of libraries in Oklahoma.

Objective 2. Use standards adopted as guidelines and periodically measure the progress of all types of libraries in the state.

Goal 3. To create leadership throughout the state in support of total library service.

Objective 1. Conduct an effective public communications program to create public awareness for the needs of libraries statewide.

Objective 2. Establish and cultivate concern and interest in Oklahoma's libraries by government at all levels.

Goal 4. To provide the facilities and equipment needed for relevant and culturally enrichening library service.

Objective 1. Seek increased funds, Federal, State and local, for public library services and construction.

Objective 2. Promote and encourage the use by libraries of Revenue Sharing Funds, local funds, and Community Development Funds wherever possible.

Objective 3. Encourage libraries to use construction funds for renovation to make facilities accessible to handicapped persons.

B. Public Library Staff:

Goal 5. To improve the excellence of librarianship in Oklahoma by recruiting highly qualified staff to work in Oklahoma libraries and encouraging continual in-service training for existing staff.

Objective 1. Develop workshops, conferences, and other functions for all Oklahoma librarians, library staff, trustees and interested citizens.

Objective 2. Share information and expertise among all libraries, through publications and on-site consultant visits.

Objective 3. Strengthen the Oklahoma Department of Libraries' capability for planning and research through staff self-development.

Objective 4. Develop a statewide plan for the implementation of a coordinated CE program.

C. Availability of Library Materials:

Goal 6. To increase the quality and quantity of informational materials and services available to Oklahomans in their libraries.

Objective 1. Communicate the needs of Oklahoma libraries and the state library agency to government officials, as necessary resources for information and materials to citizens throughout the state.

Objective 2. Encourage continued and increased library funding at all levels (private, local, state, and Federal) whenever possible.

Goal 7. To provide sufficient access to informational and recretional material availabl

Objective 1. Provide hours of service adequate for the needs of each community.

Objective 2. Increase accessibility to materials through increased resource sharing programs by cooperating with and coordinating all types of libraries.

D. Disadvantaged, Limited English Speaking, Younger and Older Population

Goal 8. To give special attention to those persons who are disadvantaged because of economic condition, geographic location, age or place in society, and to those with limited English speaking ability, in order to provide these persons the same opportunities for library services as the rest of the citizens of the State.

Objective 1. Develop programs, projects and workshops aimed at making libraries in the State more aware of the needs of the disadvantaged in their public, and to perform a leadership role in improving library services to the disadvantaged.

Objective 2. Provide more relevant library service to minority and disadvantaged groups in all types of libraries in Oklahoma through materials selection and meaningful programs.

Objective 3. Strengthen library services to children through statewide programs, workshops, special purpose grants and consultant services, and to relate children's services to all other areas of developing and expanding library services.

E. Handicapped Persons

Goal 9. To make available to all Oklahoma citizens library service adequate to meet their specialized needs.

Objective 1. Encourage all the libraries of Oklahoma to become familiar with the services available to the blind and physically handicapped and to make it possible for citizens throughout the state to use their local libraries as an access point to these services.

Objective 2. Increase the number of Talking Book depositories

in local public libraries.

F. Institutionalized Persons.

Goal 10. To provide all residents of state institutions in Oklahoma with adequate and appropriate library service.

Objective 1. Encourage and support a substantial budget item for library materials in every state supported institution budget.

Objective 2. Encourage and assist the institutions of the state to provide library staff sufficient to meet the needs of the individuals confined.

G. Interlibrary Cooperation.

Goal 11. To create multi-county public library systems or multi-type library cooperatives throughout Oklahoma.

Objective 1. Establish multi-county systems under the Oklahoma Library Code in 40 counties by 1983.

Objective 2. Encourage formal cooperative endeavors among libraries of different types within specified geographic areas in Oklahoma.

Objective 3. Develop a statewide plan for the effective planning for and organization of multi-type library cooperatives with substantial input from the Network Advisory Council.

Goal 12. To encourage, develop, and expand intrastate and interstate collaborative efforts and statewide cooperative networks.

Objective 1. Expand and improve the Oklahoma Teletype Interlibrary System (OTIS).

Objective 2. Provide all public libraries access to the A-V collection housed in the Oklahoma Department of Libraries.

Objective 3. Develop programs, conduct research, and provide services most feasibly accomplished on a statewide basis, for all kinds of libraries.

Objective 4. Provide a plan for the most effective use of the developing OCLC network in Oklahoma and for interfacing with other national networking activities as they are developed.

Objective 5. Improve access to bibliographic data by all Oklahoma libraries through effective use of OCLC.

Objective 6. The Oklahoma Department of Libraries and the Network Advisory Council shall assume the leadership roles in developing a coordinated, cooperative library networking plan for Oklahoma.

Objective 7. Implement and expand cooperative projects across state lines.

Goal 13. To identify and implement new or alternate methods for delivering information and materials to Oklahoma citizens.

Objective 1. Investigate possibilities of regional delivery networks.

H. Oklahoma Department of Libraries.

The Oklahoma Department of Libraries is required under State and Federal law to serve as "the official library agency of the State and . . . discharge the responsibilities and exercise the authority of the State with respect to all public and special libraries."* The U. S. Code designates the agency as a regional Depository for U. S. Government documents.** The Oklahoma Statutes charge the agency with the duty both generally and specifically for library services, research and development.*** The

*65 O.S. 1971, § 3-101-115
**44 USC 1909; 1911; 1912
***65 O.S. 1971, § 3-105

Library Services and Construction Act requires this agency to administer the Act as set forth in its rules and regulations.

The Oklahoma Department of Libraries must take a strong leadership role in developing adequate library services for the citizens of Oklahoma. The strength of library services in Oklahoma relates directly to the strength of the state library agency. ODL assumes each goal within this plan to be not only a goal for the State of Oklahoma, but a goal for the Oklahoma Department of Libraries as well.

Goal 14. To strengthen the leadership role of the Oklahoma Department of Libraries in planning, developing, implementing, and evaluating programs and projects set forth in this Long-Range Plan and in the LSCA Annual Programs for Oklahoma, and to strengthen the capacity of the agency to carry out its responsibilities for effective library services to the citizens of Oklahoma.

Objective 1. Strengthen the Department's leadership in the coordination of library services statewide among all types of libraries and other library components in the state, including professional associations and other state agencies with library responsibilities to further interlibrary cooperation on a continuing and steadily increasing basis.

Objective 2. Strengthen the Department's materials holdings, especially in the areas of its specialization, in order to fulfill its responsibility as one of the major resource centers in in the State for the OTIS interlibrary loan and reference Areas of specialization include Professional (library) collection, Oklahoma Collection, Oklahoma Documents, 16mm Film Collection, U. S. Documents, Juvenile Book Evaluation Center Collection, and Oklahoma Archives.

Objective 3. Provide consultant and liaison services to the State's public, institution, and other libraries as needed.

Objective 4. Effectively administer the Library Services and Construction Act under Federal and state regulations.

Objective 5. Encourage and participate in interstate collaborative library efforts.

PART IV

ACTION

PLAN OF ACTION

Specific plans of actions and steps in carrying out these plans have been developed which will support a number of objectives within this Long-Range Plan and will lead to the achievement of goals as outlined. Each point of action will be followed by a list of those goals and objectives it attempts to meet. The listing shall show Goal 1, Objective 2 as 1:2; Goal 5, Objective 1 as 5:1, and so on.

Action 1. Increase the visibility of libraries in Oklahoma through a concerted and coordinated public relations program developed by ODL staff in cooperation with the Oklahoma Library Association and to be implemented on a statewide basis to secure increased funding for libraries and to promote cooperation.

1:1, 1:2, 3:1, 3:2, 6:1

Step 1. Promotional materials suitable to all media will be produced and distributed throughout the state.

Step 2. A public relations workshop, sponsored by ODL and OLA, will be held to provide to librarians from all types of libraries methods of informing the public about libraries and their services.

Step 3. A workshop will be held, sponsored by ODL, which will assist and encourage librarians to create, prepare, and use a variety of A-V materials in programming and in publicizing the services of their libraries.

Step 4. Publications of the Oklahoma Department of Libraries will be distributed widely throughout the state to libraries, trustees, government officials and others. These materials will also be publicized and made available to individuals upon request.

Step 5. Slide-tape shows, personal speakers, bookmobile, and other promotional material created by ODL will be used throughout the state at libraries, civic club meetings, professional meetings, fairs, and other functions to promote the value of libraries and library services.

Step 6. Regional Governor's Conference follow-up meetings will be held throughout the state in late 1978 to maintain the high level of involvement that resulted from the Spring Conference.

Step 7. OSDL will support and assist in the development of a Statewide Friends of the Library Organization.

Action 2. OSDL and libraries within the state will seek increased local, state and federal funding in cooperation with the Oklahoma Library Association and others.

1.1, 4.1, 4.2, 6.2, 7.1

Step 1. OSDL staff members will work with local libraries in seeking increased or alternate forms of financial support. This will include promotion of the multi-county public library system concept and other cooperative arrangements.

Step 2. OSDL will seek increased state aid for FY80 to the total amount of $865,000. Present state aid is at $573,725. The Library Development Committee of OLA, library leaders, trustees, and other individuals will support this effort.

Step 3. Oklahoma libraries will continue to actively support increases in federal funding, including the restoration of funding for LSCA Title III. This will be accomplished through the LDC Committee, publications of the state agency, and through speedy network communication.

Action 3. OSDL will effectively utilize the raw data and findings of the Needs Assessment Study in identifying research needs, in developing research methods, and providing useful and meaningful standards for the effective measurement of library service.

2.1, 2.2

Step 1. A joint committee of OSDL and OLA will be formed in late 1978 for the purpose of developing statewide standards for library services. Such standards will be used to

measure the progress of Oklahoma libraries toward reaching the goals of Oklahoma's Long-Range Program. Methods for the use of such standards in the distribution of state and federal funds will be explored.

Step 2. ODL will work in cooperation with the faculty of the University of Oklahoma School of Library Science to identify research problems and to develop projects to meet the research needs of Oklahoma librarianship.

Step 3. Modern technology will be utilized in the compilation of data and statistics so that reports and information will be of a more timely nature.

Step 4. The special needs of urban libraries, of the disadvantaged, limited English speaking, institutionalized, and handicapped, not already identified, will be determined through surveys, consultations, valid interpretation of available data, and other methods.

Section 8. A high priority has been given to the continuing education functions for librarians within the state. Special opportunities will be made available to librarians, library employees, trustees, and others to increase their skills, knowledge, and understanding of libraries and librarianship.

8.1, 8.2, 8.3, 8.4

Step 1. The Continuing Education Task Force will complete a statewide plan for continuing education in Oklahoma by 1979.

Step 2. Recruitment of highly qualified librarians for positions within the state in all types of libraries will be encouraged and continued.

Step 3. Workshops to be held in FY79 will address such needs as administration of libraries, middle management functions, A-V, children's services, institution libraries, technical skills, and public relations. A workshop will be held for library trustees and another for friends of the library.

Step 4. A Talk Back TV program for librarians and library employees on purposes and methods of community analysis will be implemented by Oklahoma Department of Libraries in 1979.

Step 5. Oklahoma will continue to use experts in the field of librarianship and related areas, both from Oklahoma and nationwide, in the sharing of information through on-site consultations and in regional and statewide meetings. ODL staff members are available to all public, and other libraries in consultant capacities.

Step 6. ODL staff members are encouraged to attend relevant continuing education functions within the state, region and nation.

Action 5. Special Purpose Grants shall be made to public libraries annually as these funds are available. Such grants are for the specific purpose of developing programs at the local level which meet the needs of the community. Priority is given to those programs directed toward the needs of the disadvantaged, handicapped, limited English speaking, elderly, and programs of a cooperative nature.

8:1, 8:2

Step 1. Based on an examination of the progress of the year's annual program each quarter, funds may be set aside each year for special purpose grants. Applications will be received, evaluated, and grants made for projects which serve one or more of the priorities. ODL staff members monitor and coordinate such projects.

Step 2. Special Purpose projects which are deemed to be successful at one library may be offered for replication statewide.

Action 6. More effective methods of communication and greater cooperation will be developed between the ODL staff and staff of the Oklahoma

Library for the Blind and Physically Handicapped by 1980.

9:1, 9:2, 14:1

Step 1. Reporting procedures for LSCA grant funds to the Library for the Blind and Physically Handicapped will be improved by 1979 based on a report form tailored to the purposes of the grant.

Step 2. A one-day workshop will be planned for librarians statewide in 1980 to provide better understanding of the services offered by the Library for the Blind and Physically Handicapped to citizens of the state.

Step 3. Explanatory and informational brochures and publications on services offered by the Library for the Blind and Physically Handicapped will be distributed to all public libraries in Oklahoma by 1980.

Action 7. A coordinated plan for providing adequate library services to the state institutions will be implemented by 1982.

10:1, 10:2, 14:1

Step 1. Institution libraries, in order to receive federal grant funds for materials, will be required to expend a 40% state match from its budget. Such grants will be made annually until 1982.

Step 2. ODL will request from the State Legislature as part of its FY80 budget request the allotment of a staff position for an Institution Consultant.

Step 3. The Institution Consultant will conduct on-site visits, surveys, and research to determine the specific library needs of all state institutions and shall develop a plan by 1981 to meet these needs.

Step 4. ODL may, when possible, provide incentives to state institutions for the employment of professional librarians where the need exists.

Action 8. Provide establishment and/or demonstration grants for multi-county public library development in those counties having planned for or successfully voted a tax levy, based on proposals submitted to ODL.

1:2, 7:2, 11:1, 14:1

Step 1. Support the formation of a multi-county public library system in Woodward and Ellis Counties based on a successful vote in Ellis County in November, 1978, and provide an establishment grant for funding of the first year's operations of the system.

Step 2. Receive and evaluate proposals from other counties seeking funding of multi-county system establishment based on results of an initiative grant period (4 such grants were given in 1977-78). Establish a timetable and plan for the support of these projects, if any materialize, by late 1979.

Step 3. Continue the promotion of multi-county public library systems as a feasible way of providing adequate library service, through on-site visits, slide-tape shows, exhibit bookmobiles, publications, and other methods.

Action 9. The Network Advisory Council, in cooperation with ODL and the LSCA Advisory Council, will develop policies, plans, and procedures for effective cooperative endeavors among all types of libraries in Oklahoma.

7:2, 11:2, 11:3, 12:4, 12:5, 12:6, 13:1, 14:1

Step 1. Proposals for formal cooperative activities shall be received, reviewed, evaluated and funds will be allotted based upon the experimental value of the project, the expansion of an existing project, or its benefits as an initial step toward the development of a statewide cooperative endeavor. Such projects shall be very selective until completion of the overall state plan for cooperative activities.

Step 2. The Network Advisory Council, the Network Coordinator and other ODL staff shall develop a plan in 1979 for the coordination of all cooperative and networking activities in Oklahoma. This plan shall be presented to the LSCA Advisory Council for its recommendations and to the ODL Board for its approval and shall be included as part of the FY80 Long Range Plan.

The plan shall include policies and procedures for cooperative activities (such as acquisitions, cataloging and processing, reference, cooperative storage and special collections) among academic, public, school, institution, and special libraries in Oklahoma. The plan shall address the problem of a document delivery system, and shall provide for Oklahoma's interface with national networking activities as they are developed.

Step 3. Publicize the adoption of the state plan for cooperative activities and distribute informational materials and the plan itself to all libraries in the State.

Action 10. Complete specific cooperative and networking projects already underway or essential to the continuing growth of existing networks in Oklahoma, and publicize the services available as a result, by 1980.

11:2, 14:1

Step 1. Oklahoma Department of Libraries will advocate the addition of Oklahoma holdings to the OCLC data base, particularly by the college and university libraries.

Step 2. Completion of the Union Catalog Project through AMIGOS of the holdings of ODL, Metropolitan Library System, and Tulsa City-County Library by 1979. This project is the basis for a statewide Union Catalog.

Step 3. Develop and implement a plan for an OCLC/OTIS interface as soon as the interlibrary loan capabilities of OCLC are available.

Step 4. Based on a proposal from the Network Advisory Council,

ODL will support a project for the conversion of major Oklahoma serials holdings into MARC/CONSER via OCLC.

Action 11. ODL will continue to support and expand statewide services and to initiate new programs for the benefit of all libraries in Oklahoma and for all Oklahoma citizens. New technologies will be utilized where economically feasible to provide better service.

8:3, 12:1, 12:2, 12:3, 12:5, 14:1, 14:2, 14:3

Step 1. Continual evaluation of the OTIS operation will be carried on and investigations of alternate methods will be investigated so that services can be rendered as effectively and efficiently as possible.

Step 2. The ODL film collection will be made available to selected unaffiliated libraries free of charge on an experimental basis in FY79. Lack of staff and materials presently makes total free film service to all Oklahoma public libraries impossible at this time.

Step 3. ODL will continue to hold meetings, both internally and with selected groups statewide, for the purposes of sharing information and ideas for providing better library service to Oklahomans. ODL will continue to accept proposals for projects from all libraries and library interest organizations within the state. It is from such meetings and proposals that successful statewide programs often develop.

Step 4. ODL will consider supporting the initial costs of AMIGOS membership and OCLC participation for libraries in need of such services, and capable of maintaining the costs of the service, or serving as OTIS transmission sites. Such possible installation sites will be identified by the Network Advisory Council in the development of the state cooperative plan.

Action 12. ODL will continue to explore and cooperate with national and regional cooperative efforts and will encourage other Oklahoma libraries to do so.

12:7, 14:5

Step 1. ODL will continue to support the philosophy, programs, and endeavors of the Special Projects Office of the Southwestern Library Association.

Step 2. ODL is committed to the needs and purposes, philosophy and programs of an emerging national network and to the development of plans for Oklahoma's interface with such a network. At the present time, ODL sees OCLC, the Library of Congress, the NCLIS, regional networks such as the AMIGOS Bibliographic Council, and state library agencies as the leaders in such an endeavor and supports the activities, to date, of these organizations and agencies.

Action 13. ODL will continue to support its own programs and projects originated and carried on at the state level for services to libraries and citizens throughout the state.

14:2, 14:3, 14:4

Step 1. ODL will purchase library materials, and equipment, and will make such other expenditures, from both state and federal funds, as are necessary to support the OTIS operation and the ODL circulating 16mm film collection.

Step 2. ODL consultants will attempt to visit each public library at least once each year, and will consult with librarians in other types of libraries as requested.

Step 3. ODL will continue to improve its procedures in the administration of LSCA.

Step 4. ODL will make every effort to increase its staff in order to meet the growing demands and responsibilities placed upon the agency.

PART V

EVALUATION & DISSEMINATION

ADMINISTERING LSCA FUNDS - PROGRAM FORMULATION

Wide involvement of library interests in Oklahoma has been sought in formulating the criteria, priorities, policies and procedures for administering library programs under the Library Services and Construction Act in accordance with the following outline:

A. Input for planning, policy making, and evaluation process:

LSCA Advisory Council
Department of Libraries Board
Representatives of the Oklahoma Library Association Board
Individual librarians, trustees, and users
Delegates to the 1978 Governor's Conference
State agencies with library responsibilities
OE Region VI Library Program Officer
Contributors to the Oklahoma Needs Assessment Study
Department of Libraries staff
Continuing Education Task Force
Network Advisory Council

B. Review and Approval Process:

Notice of intent to adopt rules and regulations published in the Oklahoma Gazette (applies to planning and other documents which prescribe the Department's requirements for procedures and practices affecting private rights and available to the public). Time and place of Board meeting to consider adoption of rules are included.

ODL Board approves rules and regulations, and/or policies and procedures, in an open meeting.

Rules and regulations, policies and procedures, as set forth in the Basic State Plan, the Long-Range Program, and the Annual Program are submitted to the Governor for his comment and to the State Clearinghouse.

OE Region VI Library Program Officer approves or accepts planning or program documents.

C. Dissemination and Distribution process:

Rules and regulations adopted by the Board are published in the Oklahoma Gazette, and copies are submitted to the Legislature and filed with the Secretary of State.

Copies of library planning documents are submitted to the editor of the Oklahoma Librarian.

A copy of the Long-Range Program is furnished to ERIC for dissemination to the library profession through their distribution network in microform or hard copy.

The ODL SOURCE (newsletter, Circulation 2,500) announces that planning documents are available upon request and summarizes LSCA expenditures annually.

Press, radio, and television news releases are sent by the Oklahoma Department of Libraries publicizing the planning documents.

Copies of the Long-Range Program are distributed to all public and academic libraries in Oklahoma, and made available to all citizens upon request.

A brochure publicizing the Long-Range Program and its availability is distributed at the Annual Conference of the Oklahoma Library Association and elsewhere.

Copies of all planning documents are distributed to the ODL Board, to members of the LSCA Advisory Council, and to members of the Network Advisory Council.

Copies of planning documents are distributed to all librarians on the ODL staff.

EVALUATION METHODS

A. Public Attitude:

Citizen response to library services is the final criterion for determining the success of these services and therefore becomes the final evaluation of this plan. Such responses, however, are spontaneous, subjective, and irregular and cannot be treated scientifically or statistically. Clear indications of progress can be determined by attention to the following points as a means of evaluation.

1. Evidences of growing demands in libraries for materials can be determined by increased circulation and increased interlibrary loan activity.

2. The amount and degree of citizen participation in programs sponsored by libraries - - film showings, lectures, discussions, story hours.

3. Evidences change from apathy or indifference to interest in libraries among community leaders and other citizens.

4. Evidences that those who have been alienated from library use or inhibited from that use are turning toward libraries as a means for addressing their own needs.

5. Evidences that candidates for political offices which can influence decisions regarding library law and financing understand and support the concept of library service.

6. The amount of time or space given by various mass media to the exposition of library service and programs.

B. Statistics.

1. Staff

a. The increase in the number of persons employed by libraries and the increase in the average number of persons employed per library -- both as compared with adopted criteria.

b. The increase in the number of professionally qualified employees in all libraries and comparison to adopted criteria.

c. The number of continuing education opportunities offered, the number in attendance, the geographic distribution of attendees, and the variety of subject matter offered.

d. The number of library employees receiving scholarships and/or pursuing independent courses of study which are designed to enhance their abilities to function in specific library situations.

2. Materials

a. The gross number of volumes added to libraries and the total holdings of libraries as compared to adopted criteria.

b. A survey of the quality of library collections by assessing the timeliness, diversity and relevance of such collections.

c. The growth of non-book materials collections in libraries as compared with adopted criteria.

d. Percentages of budgets allocated to print materials as compared to non-print materials.

e. Changes in interlibrary loan statistics and the percentage of circulation statewide accounted for by interlibrary loan.

3. Funding

   a. Expenditures per capita as compared with national per capita expenditures.

   b. Changes in ratio of local/state/federal funding.

   c. Amount of increase of state aid, if any, and distribution of such funds.

   d. Increases of local tax support for system libraries.

   e. Increases in federal funding.

   f. Budget requests by state institutions showing library support.

4. Cooperation

   a. Creation of new multi-county public library systems in the 48 counties without such systems.

   b. Number of cooperative, contractual arrangements among libraries of different types for mutual improvement.

   c. Number and success of statewide cooperative activities, e.g., union catalogs, union lists, delivery systems.

5. Programs

   a. Number of libraries undertaking specific new programs directed toward the disadvantaged.

   b. Number of participants in library sponsored programs.

   c. Number of libraries participating in programs offered on a statewide basis, e.g., Summer Library Program for Children.

6. Construction

   a. Number of new library buildings erected

   b. Number of library buildings renovated

C. Program Evaluation

Evaluation of the Long-Range Plan, the Annual Program, and all projects funded through grants from the Library Services and Construction Act shall be a continuous activity of Oklahoma Department of Libraries staff and the LSCA Advisory Council. Procedures for the evaluation of proposals and projects have been established. (See Addendum 8)

1. Proposals for grants from libraries and library organizations shall be reviewed and evaluated by Department staff and the LSCA Advisory Council based on established criteria.

2. Members of the Oklahoma Department of Libraries' staff will be assigned as liaison persons to each project funded through LSCA.

3. Progress reports will be filed at least every three (3) months with ODL for each project.

4. Upon completion of each project, a final report will be filed with ODL indicating success or lack of success of the project in terms of progress made toward meeting the library needs stated in the original proposal.

5. Complete financial records of each project will be furnished to ODL.

D. Oklahoma Department of Libraries' Evaluation

Each area of responsibility within the Department will set forth written goals and objectives for each of its activities in light of the overall goals of the Department and the Long-Range Program, and will establish quantitative measures of work performed. Self-evaluation will be conducted at least annually, resulting in a written report and revised goals and objectives for each area.

PART VI

CRITERIA & PRIORITIES

CRITERIA, PRIORITIES, AND POLICIES USED IN ALLOCATING LSCA TITLE I FUNDS

Funds received under the Oklahoma allotment for LSCA Title I shall be expended for the following purposes, and the criteria, priorities, and policies shown shall be applied. Numbering does not imply the proportionate amount of funds to be allocated for each purpose:

1. Priority for awarding Federal funds under Title I will be given to planning for and taking other steps leading to the development and improvement of programs and projects designed to establish, expand, and operate state institutional library services and library services to the blind and physically handicapped. This priority is the result of requirements in the Act setting total expenditures from Federal, state and local funds for these purposes in second preceding fiscal year as the minimum requirement for continuing to receive Title I funds. The following allocations will apply:

   A. For state institutional library services, the Department of Libraries will spend each year from Federal, state and local sources not less than the total spent from such sources for such services in second preceding fiscal year. Criteria used to establish adequacy of such services will be:

      1. Standards for Libraries at Institutions for the Mentally Retarded, first official draft. ALA, 1977.

      2. Accreditation Manual for Hospitals, 1970, updated 1973. Hospital Accreditation Program, Joint Commission on Accreditation of Hospitals.

      3. Manual of Correctional Standards. The American Correctional Correctional Association, 1966.

      4. Standards for the Library Services in Health Care Institutions. ALA, 1970.

      5. For Library-Media Centers in Schools for the Deaf. The American Instructors of the Deaf, HEW, 1967.

      6. Library Standards for Juvenile Correctional Institutions. ALA, 1975.

B. The amount of $25,179 in Title I funds will be awarded by the Department of Libraries to the Oklahoma Department of Institutions and Rehabilitative Services annually to carry out a program of library services to the blind and physically handicapped. Total expenditures of the Department of Institutions and Rehabilitative Services for such program will not be less than the total amount spent by that Department from Federal, state and local sources for such services in second preceding fiscal year. Criteria used to establish adequacy of such services will be:

1. Standards of Service for The Library of Congress Network of Libraries for the Blind and Physically Handicapped, preliminary draft, ALA, 1978.

2. Standards for Library Services for the Blind and Visually Handicapped, ALA, 1967.

C. Expenditures above the minimum requirement established by the Act will depend upon program needs, progress in meeting goals, and amount of Federal and state appropriations available for these purposes.

II. Priority will be given to planning for and taking other steps leading to the development of programs and projects designed to extend public library services to geographical areas and groups of persons without such services, and to improve such services in such areas and for such groups as may have inadequate public library services. This will be accomplished through the development of adequately supported multi-county public library systems and other types of cooperative arrangements. The goal here is first, to provide as quickly as possible the organizational structure through which library services may be channeled to the citizens of Oklahoma, and second, to make these services fully adequate and relevant to the needs of Oklahoma's potential library users.

Funds allocated annually for multi-county library establishment will depend upon the number of counties which are ready to launch a concentrated effort to organize systems, and where these efforts are most likely to succeed. Applicants for multi-county library system establishment or demonstration funds, or for other types of cooperative arrangements, will be given priority which serve or potentially will serve areas with large concentrations of low-income families, or areas with high concentrations of persons with limited English-speaking ability.

Criteria for determining adequacy of public library services will be:

1. Interim Standards for Public Libraries, ALA, 1962
2. Minimum Standards for Public Library Systems, ALA, 1966
3. Oklahoma Public Libraries Goals for 75, Advisory Committee on Public Library Standards for the Board of ODL, April, 1969
4. National Inventory of Library Needs, 1975, NCLIS, March, 1977
5. "Report of the Statistical Standards Subcommittee," Standards Committee, Public Library Association (division of ALA) in Just Between Ourselves, May, 1967, Vol. 6, No. 2
6. Standards of Quality for Bookmobile Service, ALA, 1963
7. Manpower: A Statement of Policy Adopted by the Council of ALA, June, 1970.
8. Standards for Children's Services in Public Libraries, ALA, 1964

Funds allocated for the improvement of public library services will be used for special purpose grants and statewide services of the Department within the following categories:

a. Projects which have a statewide rather than a purely local impact.
b. Projects which will encourage the development of system services or other cooperative services in and for public libraries
c. Projects which advance the overall goals for Oklahoma libraries as set forth in this program statement
d. Projects which will make it possible to increase the library services offered to low-income areas and groups, and areas with a high concentration of limited English-speaking population

e. Projects directly affecting networking for public libraries.

f. Projects which will provide continuing education opportunities for library personnel.

g. Projects within any of the above which strengthen services to children.

III. Priority will be given to planning for and taking other steps leading to the establishing, expanding, and operating of programs and projects to provide library service for the disadvantaged; that is, those persons who have educational, socioeconomic, cultural, or other disadvantages that prevent them from receiving the benefits of library services designed for persons without such disadvantages and who for that reason require specially designed library services. The term includes persons whose needs for such special services result from poverty, neglect, delinquency, or cultural or linguistic isolation from the community at large, but does not include physically or other handicapped persons unless such persons also suffer from these disadvantages.

Criteria for determining adequacy of library services to the disadvantaged and limited English-speaking shall be the same as that criteria used for determining adequacy of public library services for the unserved and the inadequately served areas and groups in Oklahoma (II above).

All LSCA programs and projects administered by the Department will be evaluated in the light of their contribution to the library service needs of the disadvantaged. Specifically, the target groups in Oklahoma will include:

A. Ethnic minorities, including Blacks, Indians, and Spanish-Americans and other culturally deprived such as persons with limited English-speaking ability and while welfare families who constitute a subculture in Oklahoma urban and rural communities.

B. The aged, and others, who are isolated either in their own homes or institutions by reason of physical infirmity, coupled with the neglect or indifference of society and pressures of declining incomes.

C. Preschool children, including those from ethnic minorities and low income groups, whose education has increasingly become the responsibility of the community at large because of society's pressure on the family unit.

D. School age children with reading difficulty, and high school dropouts.

E. Illiterate and functionally illiterate adults.

F. Migrant workers and others who by economic necessity are cut off from participation in normal community life and are thereby denied opportunities for self-education through library services.

G. Inmates of correctional institutions, including those not under the immediate control of State Government, who have special needs for library services as a prerequisite of their Constitutional rights to access to legal advice and opinion.

H. Residents of hospitals and homes of a charitable or medical nature, including those not under the immediate control of State Government.

IV. Priority will be given to strengthening the capacity of the Department of Libraries for meeting the needs of the people of the state. This will include the cost of administering the State plans submitted under LSCA, statewide planning for and evaluation of library services, dissemination of information concerning library services, and strengthening the Department's capability to backstop and support the services of other libraries, including its role as the agency for coordinating library programs and services. Criteria for determining the adequacy of programs and services of the Department will be Standards for Library Functions at the State Level, ALA, 1970.

CRITERIA, PRIORITIES, AND POLICIES USED IN ALLOCATING LSCA TITLE II FUNDS

Funds received under the Oklahoma allotment for LSCA Title II shall be expended in accordance with the criteria, priorities, and policies in the Rules and Regulations adopted by the Department for the administration of this Title and as appearing in the Manual for Construction Applicants.

CRITERIA, PRIORITIES, AND POLICIES USED IN ALLOCATING LSCA TITLE III FUNDS

The Department of Libraries will use Title III funds for the systematic and effective coordination of the resources of school, public, academic, state, and special libraries and special information centers for improved services of a supplementary nature to the special clientele served by each type of library or center. Priority will be given to projects which are considered to have the largest potential impact on library services statewide. As funds permit, innovative local projects involving experimentation of coordinated services among types of libraries will be supported. All projects will be evaluated and ranked in priority in the light of the overall user goals for libraries in Oklahoma as set forth in this Long-Range Program.

OKLAHOMA BASIC STATE PLAN
(State-Federal Agreement)
LSCA, AS AMENDED by P.L. 91-600
Amended list of Advisory Council Members
(Library interest representation is shown in parentheses)

Chairman

Mr. Leroy Ireton
Library Resources Division
State Department of Education
Oklahoma City, OK 73105
405/521-2956
(School Libraries)
Term expires: 6-30-79

Vice-Chairman

Mr. John A. Walker, Librarian
East Central State University
Ada, OK 74820
405/332-8000
(Academic Libraries)
Term expires: 6-30-80)

Secretary

Mr. Robert L. Clark, Jr., Director
Oklahoma Department of Libraries
200 N. E. 18th Street
Oklahoma City, OK 73105
405/521-2502

Ex Officio

Anne Rounds, President
Oklahoma Library Association
1229 Leslie Lane
Norman, OK 73069
405/360-0220

****

Mrs. Ernst Anthis, Jr.
4715 Denison Street
Muskogee, OK 74401
918/687-8350
(Library Users)
Term expires: 6-30-80

Mrs. Della Bennett
Stillwater Public Library
206 West 6th Street
Stillwater, OK 74074
405/372-3633
(Public Libraries, non-system)
Term expires: 6-30-78

Mrs. Roy Craig
P. O. Box 215
Leedy, OK 73654
405/488-3344
(Library Users)
Term expires: 6-30-78

Representative Cleta Deatherage
Oklahoma House of Representatives
816 South Flood
Norman, OK 73069
405/364-1177 (home)
405/360-2666 (office)
(Library Users)
Term expires: 6-30-80

Mrs. Alfreda Hanna
Bethany Nazarene College Library
Bethany, OK 73008
405/789-6400
(Academic Libraries)
Term expires: 6-30-78

Mr. Frederick L. Keith
Department of Corrections
3400 North Eastern
Oklahoma City, OK 73111
405/427-6511
(Institutional Libraries)
Term Expires: 6-30-79

Mrs. Thelma H. Jones
Coordinator of School Media Services
Oklahoma City Public Schools
900 North Klein
Oklahoma City, OK 73106
405/236-3173
(School Libraries)
Term expires: 6-30-78

Mrs. Robert R. (Alice) Lester
1410 Oakwood Drive
Norman, OK 73069
405/329-0338
(Library Users)
Term expires: 6-30-80

Mr. Bill McIlvain
Library for the Blind
1103 N. E. 36th Street
Oklahoma City, OK 73111
405/521-3514
(Blind and Handicapped)
Term expires: 6-30-79

Mrs. Fran Pace
1326 South Florence Avenue
Tulsa, OK 74104
918/939-1720
(Library Users)
Term expires: 6-30-80

Miss Dee Ann Ray
Western Plains Library System
P. O. Box 627
Clinton, OK 73601
405/323-0974
(Public Libraries)
Term expires: 6-30-78

Mr. Felix Taylor
1423 East Viles
Guthrie, OK 73044
405/282-4273
(Library Users, Economically Disadvantaged Groups)
Term expires: 6-30-78

Ruth Wender
University of Oklahoma Medical Center Library
800 N. E. 13th Street
Oklahoma City, OK 73104
405/271-5743
(Special Libraries)
Term expires: 6-30-79

Mrs. Pat Woodrum
Tulsa City/County Library
400 Civic Center
Tulsa, OK 74103
918/581-5222
(Metropolitan Libraries)
Term expires: 6-30-80

NOTE: Those members whose terms expired 6-30-78 have agreed to serve through the completion of this Long-Range Program and the FY79 Annual Report. New appointments will be made in October, 1978.

ODL/10-4-78

PROFILE OF OKLAHOMA

1970 Census

Square miles	68,782
Population	2,559,253
Population per square mile	37.2
Assessed Valuation (1977)	$5,293,809,040

Characteristics of Oklahoma's Population

	Number	% of Population
Persons under 18	836,742	32.7
Persons over 65	299,756	11.7
Non-white	278,867	10.9
Foreign born	20,160	.8
Institutionalized	37,125	
Blind & Physically Handicapped	18,000	

Educational Characteristics of Oklahoma's Population

Total School Enrollment	704,873
Persons 25 or over	1,422,569
With Grade School or less Education	419,578
Attended High School	695,736
Attended College	307,255

Economic Characteristics

Persons 14 years or Older	1,921,316
Persons in Labor Force	1,015,565
Persons not in Labor Force	905,751
Families with income below Poverty level	679,256

Library Service in Oklahoma

	Number	%
Population Served by Public Libraries	2,181,225	85.2
Population Unserved by Public Libraries	378,028	14.8
Number of Public Libraries and Branches	197	
Number of Academic Libraries	44	
Number of School Libraries	356	
Number of Special Libraries	137	
Number of Institution Libraries	35	

GOVERNOR'S CONFERENCE RESOLUTIONS

The following resolutions were written and adopted by the 250 delegates to Oklahoma's Governor's Conference on Libraries and Information Services, held April 30-May 2, 1979 at Lincoln Plaza in Oklahoma City. Please read the 49 resolutions carefully and then complete the questionnaire on the reverse side of this sheet.

1. **Resolved,** That librarias have a responsibility to define and seek out non-users and to provide innovative and applicable services to these groups. Their groups may include, but are not limited to:
   1. Homebound persons
      a. Senior citizens
      b. the handicapped
      c. the chronically ill
      d. otherwise immobile persons
   2. Geographically isolated (rural) persons
   3. Institutional residents (hospitals, prisons)
   4. Ethnic or cultural groups

2. **Resolved,** That because school children in grades K-12 are in their most formative years, it is imperative that they have the opportunity, facilities and materials to learn how to find information and develop a lifetime habit of using library resources and library skills for education and recreation.

To provide our youth with training in using libraries, every elementary, junior high and high school should have a library media center staffed by a certified librarian, according to the guidelines developed by the Oklahoma State Department of Education.

3. **Resolved,** That funds should be provided to establish a statewide telephone network to connect information and referral centers to all communities.

4. **Resolved,** That libraries, schools, and other human resource agencies should cooperate to provide continuing education opportunities based on the communities needs.

5. **Resolved,** That matching construction money for public libraries should be restored by Congress, and state aid should be made available for public library buildings.

6. **Resolved,** That libraries should make use of the communications media to inform the public of their services and materials. Libraries should also make use of volunteers and provide continuing education opportunities for staff.

7. **Resolved,** That if library service to all people of Oklahoma is to be increased and improved, it is imperative that more in-service training be made available, that libraries must cooperate by sharing staff expertise, and that volunteers and Friends of the Library, both specialists and non-specialists, be utilized.

8. **Resolved,** That the State of Oklahoma establish a goal of achieving a minimum funding for public libraries which is equal to, or greater than, the regional average within two years. Be it further resolved that no local level can reduce its present contribution.

9. **Resolved,** That all effort be exerted on the federal government to provide resources/leadership in the development and expansion of informational (library) services to all citizens of the United States on an equitable basis throughout the nation.

10. Whereas, Academic libraries perform a unique role in the educational process; Whereas, Oklahoma academic libraries have been shown to be rated far below recognized standards in many categories of library evaluation; and Whereas, Academic libraries have been especially handicapped by a rapid rate of inflation in the cost of library materials.
Resolved, That this Conference go on record in support of the State Regents' report which has determined that a sum of not less than six percent of the total budget for each state supported institution of higher education should be appropriated for the exclusive support of library services and materials; and that the Oklahoma Governor's Conference on Libraries and Information Services in formal assembly urges that the State Legislature appropriate the interest earned from accumulated state surplus funds for each of two years beginning with Fiscal Year 1979-80 for the purchase of books, periodicals, and other materials toward meeting accepted standards for academic libraries.

11. **Resolved,** That research and needs assessment techniques be used in determining individual community needs and implementation of special services.

12. Whereas, Needs analysis planning and policy development are the base for library operations and direction;

Whereas, A generally accepted mechanism is not available for minorities to be involved in the planning process and policy development; and

Whereas, Minorities have most usually been bypassed in the decision making process.

Resolved, That minorities should be an involved party in the planning and policy development by being represented on the boards that make decisions relating to libraries.

13. **Resolved,** That library planning must pay special attention to the existence of minority groups and cultures (i.e., Indians, Blacks, Hispanics, Jews, etc., thus preserving each heritage for all to know.

14. **Resolved,** That funds be specifically designated for special services.

15. **Resolved,** That the 26th Oklahoma State Legislature be commended for their foresight in passing the line item appropriation in the Common Education Bill for school library media programs. We realize that this is but a beginning, and we trust that the amount will be increased in each succeeding term to help accomplish our goal in establishing excellent library media centers in every school in Oklahoma.

16 **Resolved,** That the delegates to the Oklahoma Governor's Conference on Libraries and Information Services support the formulation of a statewide Friends of the Library Association to assist in types of libraries.

17. **Resolved,** That libraries should be available for all citizens and that library facilities should be free as far as possible of structural barriers to the physically handicapped and the libraries extend itself to meet the needs of those who cannot avail themselves of the libraries, and the library should take appropriate steps to provide services for those who need special consideration in order to fully utilize materials available for the blind, the deaf, the physically handicapped, the aged, the elderly, and the confined.

18. **Resolved,** That libraries participate in, and be motivated in developing lifelong learning and community education programs such programs based on local preferences and priorities of all residents.

Resolved, That such programs reduce the fragmentation of local services and promote the coordination of library, educational, and other human and physical resources of the community.

19. **Resolved,** That special services be provided to aid the illiterate adults to learn to read, and that enrichment programs be provided for them.

20. **Resolved,** That regional miniconferences involving community and business leaders as well as librarians be held throughout the State of Oklahoma. 1) to educate the general citizenry about library services, 2) to assess needs of local communities and plan for improved services, 3) to encourage cooperation between different types of libraries within a region and among libraries and other information agencies.

21. Whereas, Library skills are important to fully utilize resources of libraries of all kinds;

Whereas, Library skills are best learned in a graduated manner; and

Whereas, different library skills are required for different types of libraries in addition to the general skills which are applicable to all libraries.

Resolved, That instruction in the use of library resources should become a vital part of each Oklahoma Library's service program.

22. **Resolved**, That the professional delegates of the Oklahoma Governor's Conference on Libraries to the White House Conference reflect the rural composition and needs of the citizens of our state.

23. **Resolved**, That local public and state libraries invest in an image building campaign to sell Oklahoma industry and business on the perennial usefulness of the library for increasing profits.

24. **Resolved**, That state to State funding available to provide continuing education in business-oriented services of libraries for library staff people.

25. **Resolved**, That the state support expanded career education services in public and school libraries.

26. **Resolved**, That the Oklahoma Department of Libraries and the Federal government encourage business organizations such as Chambers of Commerce and the Small Business Administration to support the public library and work with them to provide information to the business community.

27. **Resolved**, That libraries have a responsibility to serve the business community, and that make a concerted effort to be supportive of it by furnishing information from data banks, cooperative workshops through a state-wide link funded by both business and state markets.

28. **Resolved**, That a directory of special collections within the state be compiled and distributed to public libraries and be advertised as available to other library and non-library groups.

29. Whereas, Two days of study is not adequate to cover in depth the many problems of libraries in Oklahoma and the nation.

Resolved, That the official delegates elected from this conference to the White House Conference form a select committee to study the existing data and reports relating to libraries in Oklahoma, as well as the resolutions of this Conference, and make additional recommendations if needed. In particular, the committee should determine the cost of implementing the recommendations of the various studies and resolutions and suggest means for funding them.

30. **Resolved**, That the Governor's Conference delegates be informed by the White House Conference delegates via letters or a follow-up conference about the decisions of the White House Conference and discuss how to implement those decisions in Oklahoma.

31. **Resolved**, That grant writers be made available to libraries that are especially weak, but which could take advantage of new or federal funds if they were aware of what was available.

32. **Resolved**, That the Oklahoma Department of Libraries assume responsibility in coordinating a state-wide plan which will facilitate cooperative planning and implementation of local and area library services.

33. **Resolved**, That there should be a state-wide effort to organize Friends of the Library.

34. **Resolved**, That formal cooperation be established between the Oklahoma Department of Libraries and the Oklahoma State Department of Education, Library Resources Section, to improve services to public and common school libraries.

35. **Resolved**, That the Oklahoma Legislature provide additional funding for the encouragement and support of cooperative services.

36. **Resolved**, That the Oklahoma Department of Libraries add enough members to the Statewide Advisory Committee to ensure that the membership of the Statewide Advisory Committee must be representative to represent a cross section of the community.

37. **Resolved**, That the State Department of Education consider the inclusion of a requirement of basic library management for certification of future public school administrators.

38. **Resolved**, That we continue to expand our formal and informal systems of inter-library cooperation to provide the maximum educational opportunity for our state's children and that we explore further areas of cooperation to avoid expensive and unnecessary duplication wherever possible.

39. **Resolved**, That the Oklahoma Governor's Conference on Library and Information Services in formal assembly, urges the State Legislature to pass a five-year library media plan for schools, with initial equalized funding at a minimum level of $1.6 million the first year, and appropriate levels of the same or increased levels each year thereafter. This would provide a library media program in each school one.

40. **Resolved**, That the Oklahoma Department of Libraries be reorganized and given recognition for the service they have extended to Oklahomans through public libraries by planning for broader access, increased educational materials and increased funding.

41. **Resolved**, That the networks coordinated by the Oklahoma Department of Libraries (public, school, special, and university) maximize and cooperate with the Biomedical Information Network.

42. **Resolved**, That information and referral services should be established to assist isolated persons in both urban and rural areas.

43. **Resolved**, That the state libraries should investigate the possibility of establishing a video reference network to make all materials which are part of Oklahoma's information resources especially those materials which cannot be copied or loaned such as rare and archival materials available to "all" citizens of the state. This would also be effective to reach otherwise non-readers and geographically isolated or homebound citizens.

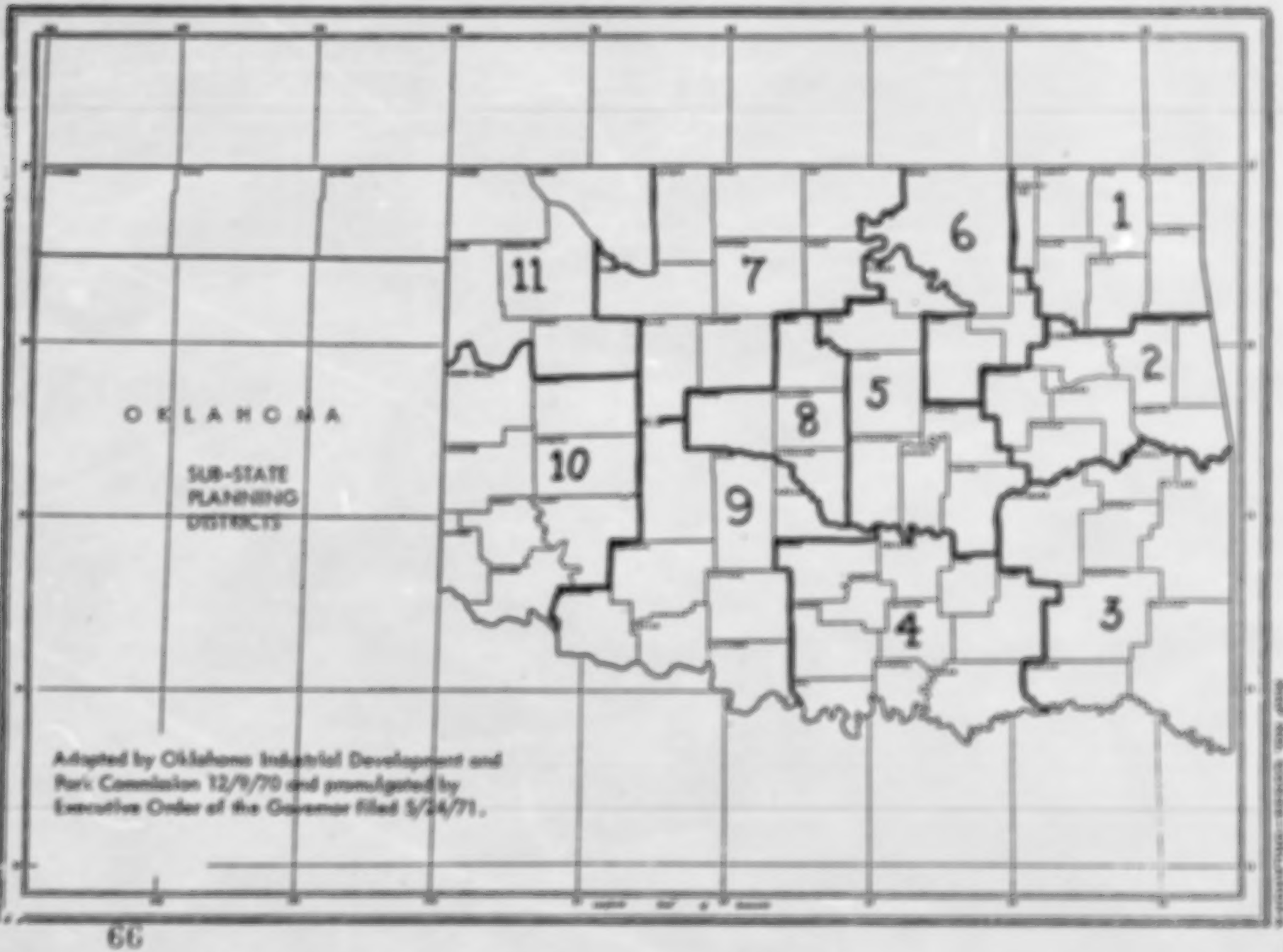
44. **Resolved**, That library standards, policies, and procedures be established in correctional institutions in Oklahoma by professional librarians in public libraries, the Oklahoma Department of Corrections, or the Oklahoma Department of Libraries.

45. **Resolved**, That an education program be designed that will inform through TV, newspaper, radio, and other media of communication what services are available to the people of Oklahoma through the public and school libraries.

46. **Resolved**, That the Governor of Oklahoma, the Lt. Governor of Oklahoma, State Legislators, and the Steering Committee for the Oklahoma Governor's Conference on Libraries be commended on their outstanding cooperation in providing the opportunity to enable libraries and library facilities in Oklahoma.

47. **Resolved**, That the Oklahoma Department of Libraries survey the outreach service by public libraries to city jails in Oklahoma, pointing out barriers to these services and taking steps to remove any barriers.

48. **Resolved**, That we, the delegates of the Governor's Conference on Libraries and Information Services, wish to commend the 39th Oklahoma State Legislature for their foresight in appropriating $275,000 in state aid for public libraries. We hope that the next session of the Legislature will appropriate or even the $600,000 needed for the development of public libraries in the state.


OKLAHOMA
SUB-STATE
PLANNING
DISTRICTS
1
2
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Adopted by Oklahoma Industrial Development and
Park Commission 12/9/70 and promulgated by
Executive Order of the Governor filed 5/24/71.

OKLAHOMA PUBLIC LIBRARY SYSTEMS MODEL

Based on Substate Planning Districts

Planning District	Population of District	Books @ 3 per capita*	Shelving @ 1 sq. ft. per ea. 10 bks.	Staff @ 1 for ea. 2500 population	Staff work space @ 150 sq. ft. per person	Reader seats @ 3 for ea. 1,000 pop.	Reader space @ 30 sq. ft. per reader	Subtotal sq. ft. 3/4 of total	Est. additional space needed bldg. maint.	Total Bldg. space needed (sq. ft.)
District #1	165,064	495,192	49,519	66	9,900	498	14,940	74,659	24,886	99,545
District #2	191,220	573,660	57,366	76	11,400	574	17,220	85,986	28,662	114,648
District #3	141,009	423,015	42,302	56	8,400	423	12,690	63,392	21,131	84,523
District #4	163,997	491,991	49,199	66	9,900	492	14,760	73,859	24,620	98,479
District #5	173,663	520,989	52,099	69	10,350	521	15,630	78,079	26,026	104,105
District #6	476,945	1,029,172*	102,917	191	28,650	1,431	42,930	174,497	58,166	232,663
*Tulsa County	401,669	(803,338)								
Remainder of District	75,283	(225,846)								
District #7	160,720	482,160	48,216	64	9,600	482	14,460	72,276	24,092	96,368
District #8	660,536	1,454,797*	145,480	264	39,600	1,982	59,460	244,540	81,513	326,053
*Okla. City-County	526,809	(1,053,618)								
Remainder of District	133,727	(401,187)								
District #9	243,346	730,038	73,004	97	14,550	730	21,900	109,454	36,485	145,939
District #10	111,561	334,683	33,468	45	6,750	335	10,050	50,268	16,756	67,024
District #11	70,172	210,516	21,052	28	4,200	211	6,330	31,582	10,527	42,109
	2,559,224	6,769,219	676,922	1,022	153,300	7,679	230,370	1,058,592	352,864	1,411,456

*Tulsa City-County and Oklahoma County Library Systems considered 2 books per capita.
Other Regional Planning Districts figured at 3 books per capita. Remainder of district that includes Oklahoma City & Tulsa was figured on 3 books per capita.

Compiled 3/29/72. Needs estimates based on Oklahoma standards (Oklahoma Public Libraries: Goals for '75).

OKLAHOMA PUBLIC LIBRARIES
in Substate Planning Districts
Oklahoma Standards[1] and Current Statistics[2]
(Staff)

Planning District	Population	Okla. Standards	Current Staff in FTE	% toward meeting Standards
District # 1	166,066	66	29	44 %
District # 2	191,220	76	52	68 %
District # 3	141,005	56	29	52 %
District # 4	163,997	66	41	62 %
District # 5	173,663	69	41	59 %
District # 6	476,945	191	171	90 %
District # 7	160,720	64	45	70 %
District # 8	660,534	264	174	66 %
District # 9	243,346	97	40	41 %
District #10	111,561	45	39	87 %
District #11	70,172	28	14	50 %
Total	2,559,229	1,022	675	66 %

[1]Standards based on Oklahoma Public Libraries: Goals for '75.

[2]Statistics based on Oklahoma Long-Range Program for Library Development, 1976-1981 Revised, Addendum E, pp. 45-50.

OKLAHOMA PUBLIC LIBRARIES

in Substate Planning Districts

Oklahoma Standards[1] and Current Statistics[2]
(Book Stock)

Planning Districts	Population	Okla. Standards	Current Book Stock	% toward Meeting Standard
District # 1	166,066	498,198	213,560	43 %
District # 2	191,220	573,660	297,044	52 %
District # 3	141,005	423,015	165,289	39 %
District # 4	163,997	491,991	189,125	38 %
District # 5	173,663	520,989	265,728	51 %
District # 6	476,945	1,029,172	778,247	76 %
District # 7	160,720	482,160	319,309	66 %
District # 8	660,534	1,454,797	682,550	47 %
District # 9	243,346	730,038	243,328	33 %
District #10	111,561	334,683	266,371	80 %
District #11	70,172	210,516	127,790	61 %
Total	2,559,229	6,749,219	3,548,341	53 %

[1]Standards based on Oklahoma Public Libraries: Goals for '75.

[2]Statistics based on Oklahoma Long-Range Program for Library Development, 1976-1981 Revised, Addendum E, pp. 45-50.

OKLAHOMA PUBLIC LIBRARY BOOKS
VOLUMES HELD (NEED)*

Library	Vols. Held	Goals '75	Need	National Inventory	Need
Ada	50,528	59,436	8,908	44,577	+5,951
Alva	28,306	29,760	1,454	22,320	+5,986
Antlers	4,800	10,000	5,200	10,000	5,200
Apache	5,727	10,000	4,273	10,000	4,273
Ardmore	56,838	83,524	26,686	62,643	5,805
Barnsdall	7,881	10,000	2,119	10,000	2,119
Bartlesville	100,382	118,732	18,350	89,049	+11,333
Beaver	7,176	10,000	2,824	10,000	2,824
Blackwell	30,048	34,580	4,532	25,935	+4,113
Boise City	6,385	10,000	3,615	10,000	3,615
Boley	4,005	10,000	5,995	10,000	5,995
Buffalo	846	10,000	9,154	10,000	9,154
Carnegie	4,874	10,000	5,126	10,000	5,126
Catoosa	3,550	10,000	6,450	10,000	6,450
Chelsea	5,300	10,000	4,700	10,000	4,700
Cherokee	22,160	28,896	6,736	21,672	+ 488
Chickasaw Liby. Sys.	74,408	234,066	159,658	234,066	159,658
Chickasha	49,864	56,776	6,912	42,582	+7,282
CNMCLS	160,568	394,860	234,292	394,860	234,292
Claremore	16,886	36,336	19,450	27,252	10,366
Cleveland	(10,000)	10,000	0	10,000	0
Coweta	9,606	10,000	394	10,000	394
Cushing	30,084	30,116	32	22,587	+7,497
Dewey	8,934	10,000	1,066	11,874	2,940
Duncan	39,481	78,872	39,391	59,154	19,673
EODL	205,272	454,398	249,126	454,398	249,126
Elk City	27,149	29,292	2,143	21,969	+5,180
El Reno	36,954	58,040	21,086	43,530	6,576
Enid	101,791	166,095	64,304	166,095	64,304
Frederick	14,091	24,528	10,437	18,396	4,305
Gage	3,050	10,000	6,950	10,000	6,950
Grandfield	6,150	10,000	3,850	10,000	3,850
Guthrie	(24,000)	38,300	14,300	28,725	4,725
Guymon	25,577	30,696	5,119	23,022	+2,555
Hennessey	11,419	10,000	+1,419	10,000	+1,419

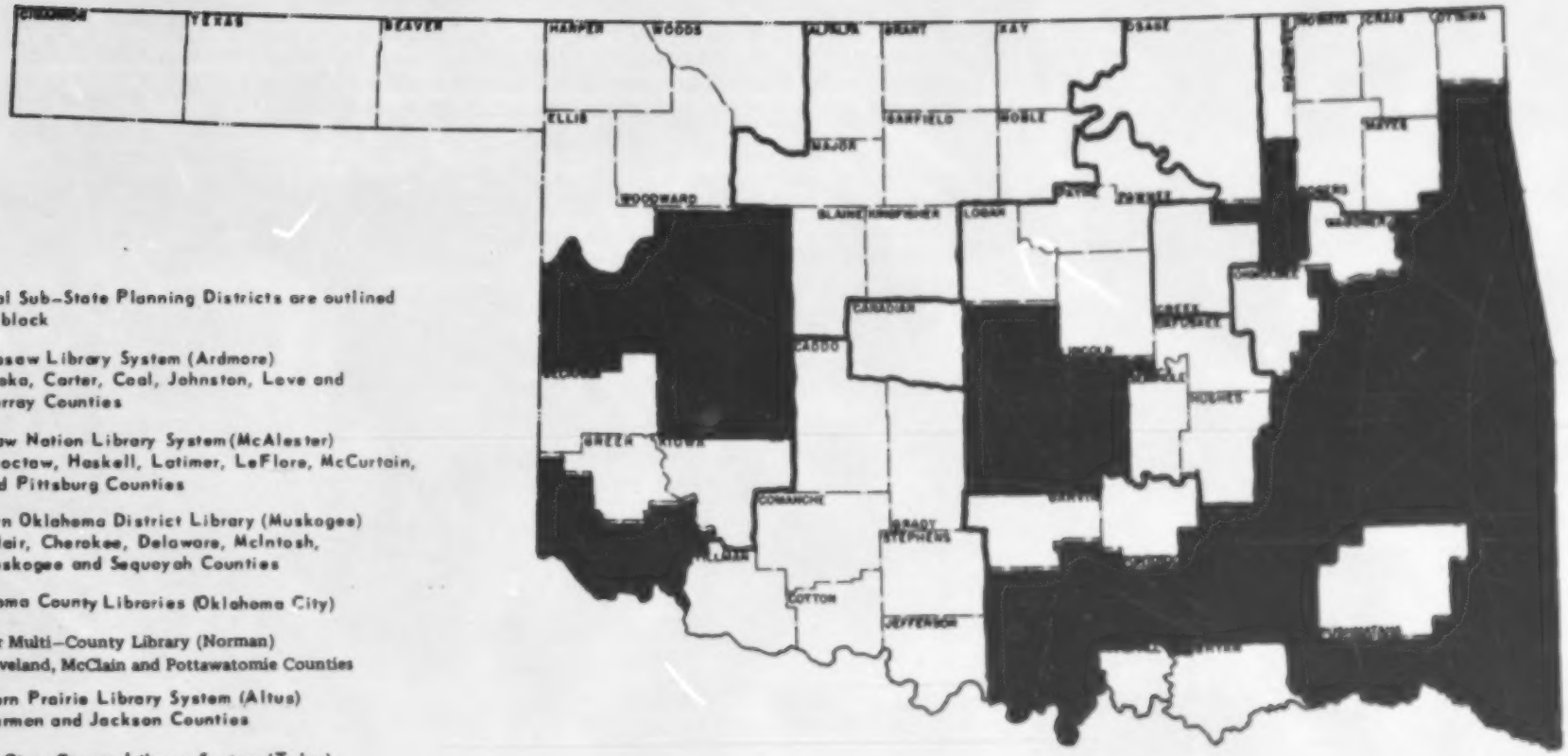
*Information obtained from Annual Report and Directory of Oklahoma Libraries FY76.

Library	Vols. Held	Goals '75	Need	National Inventory	Need
Henryetta	24,815	25,720	905	19,290	+5,525
Hinton	6,263	10,000	3,737	10,000	3,737
Hobart	31,318	10,000	+21,318	13,914	+17,404
Holdenville	17,970	20,724	2,754	15,543	+2,427
Hooker	12,933	10,000	+2,933	10,000	+2,933
Kingfisher	29,297	10,000	+19,297	12,126	+17,171
Laverne	(4,000)	10,000	6,000	10,000	6,000
Lawton	79,491	223,410	143,919	223,410	143,919
Lindsay	6,000	10,000	4,000	11,115	5,115
Madill	7,351	10,000	2,749	10,000	2,749
Marlow	5,392	10,000	4,608	11,985	6,593
Marshall	2,958	10,000	7,042	10,000	7,042
Medford	7,810	10,000	2,190	10,000	2,190
Miami	36,650	55,520	18,870	41,640	4,990
Mooreland	3,765	10,000	6,235	10,000	6,235
Mustang	3,496	10,000	6,504	10,000	6,504
MLS	484,888	1,053,610	568,722	1,553,610	1,068,722
Newkirk	(19,608)	10,000	+9,608	10,000	+9,608
Nowata	8,915	39,092	30,177	29,319	20,404
Okeene	3,954	10,000	6,046	10,000	6,046
Okemah	48,075	42,732	+5,343	32,049	+16,026
Okla. Co. (see MLS)					
Okmulgee	50,750	60,720	9,970	45,540	+5,210
Pauls Valley	27,338	23,076	+4,262	17,307	+10,031
P. V. (Garvin City)	22,734	99,496	76,762	74,622	51,888
Pawhuska	14,172	10,000	+4,172	12,714	+1,458
Pawnee	13,860	10,000	+3,860	10,000	+3,860
Perkins	6,206	10,000	3,794	10,000	3,794
Perry	(25,600)	21,364	+4,236	16,023	+9,577
PMCLS	163,011	417,390	254,379	417,390	254,379
Ponca City	57,597	103,760	46,163	77,820	20,223
Prague	8,157	10,000	1,843	10,000	1,843
Pryor	20,331	28,228	7,897	21,171	840
Rush Springs	(7,000)	10,000	3,000	10,000	3,000
Sapulpa	33,290	60,636	27,346	45,477	12,187
Sayre	10,582	10,000	+582	10,000	+582
Seminole	26,049	31,512	5,463	23,634	+2,415
Shattuck	11,530	10,000	+1,530	10,000	+1,530
Snyder	5,284	10,000	4,716	10,000	4,716
SPLS	48,926	144,152	95,226	108,114	59,188

Library	Vols. Held	Goals '75	Need	National Inventory	Need
Stillwater	45,742	124,504	78,762	93,378	47,636
Stroud	8,330	10,000	1,670	10,000	1,670
Texhoma	6,320	10,000	3,680	10,000	3,680
Tonkawa	15,177	10,000	+5,177	10,000	+5,166
TCCL	684,412	803,326	118,914	1,204,989	520,577
Vinita	(25,000)	23,388	+1,612	17,541	+7,459
Wagoner	14,082	10,000	+4,082	14,877	+795
Walters	12,652	10,000	+2,652	10,000	+2,652
Watonga	18,713	10,000	+8,713	11,088	+7,625
Waurika	5,500	10,000	4,500	10,000	4,500
Waynoka	5,012	10,000	4,988	10,000	4,988
Weleetka	1,500	10,000	8,500	10,000	8,500
WPLS	115,720	179,656	63,936	134,742	19,022
Wetumka	(4,369)	10,000	5,631	10,000	5,631
Wewoka	19,238	21,136	1,898	15,852	+3,384
Woodward	19,748	34,840	15,082	26,130	6,382
Yale	8,020	10,000	1,980	10,000	1,980
Yukon	18,732	33,644	14,912	25,233	6,501
TOTAL	3,669,861	6,098,801	2,428,940	6,592,360	2,922,499

Under Goals for '75, 17 libraries meet standards (of 91)
Under National Inventory, 31 libraries meet standards (of 91)

PUBLIC LIBRARY SYSTEMS IN OKLAHOMA



Official Sub-State Planning Districts are outlined in black

Chickasaw Library System (Ardmore)
Atoka, Carter, Coal, Johnston, Love and Murray Counties

Choctaw Nation Library System (McAlester)
Choctaw, Haskell, Latimer, LeFlore, McCurtain, and Pittsburg Counties

Eastern Oklahoma District Library (Muskogee)
Adair, Cherokee, Delaware, McIntosh, Muskogee and Sequoyah Counties

Oklahoma County Libraries (Oklahoma City)

Pioneer Multi-County Library (Norman)
Cleveland, McClain and Pottawatomie Counties

Southern Prairie Library System (Altus)
Harmon and Jackson Counties

Tulsa City-County Library System (Tulsa)

Western Plains Library System (Clinton)
Custer, Dewey, Roger Mills and Washita Counties

ODL/2/23/78

LSCA - GENERAL INFORMATION

THE ACT:

It is the purpose of this Act to assist the States in the extension and improvement of public library services in areas of the states which are without such services or in which such services are inadequate, and with public library construction, and in the improvement of such other state library services as library services for physically handicapped, institutionalized, and disadvantaged persons, in strengthening state library administrative agencies, and in promoting interlibrary cooperation among all types of libraries.

TITLE I:

...for the extension of public library services to areas without such services and the improvement of such services in areas in which such services are inadequate, for making library services more accessible to persons who, by reason of distance, residence, or physical handicap, or other disadvantage, are unable to receive the benefits of public library services regularly made available to the public, for adopting public library services to meet particular needs of persons within the states, and for improving and strengthening library administrative agencies.

TITLE III:

Grants shall be used (1) for planning for, and taking other steps leading to the development of, cooperative library networks; and (2) for establishing, expanding, and operating local, regional, and interstate cooperative networks of libraries, which provide for the systematic and effective coordination of the resources of school, public, academic, and special libraries and information centers for improved supplementary services for the special clientele served by each type of library or center.

OKLAHOMA LONG-RANGE PROGRAM FOR LIBRARY DEVELOPMENT:

Please refer to your copy of the Oklahoma Long-Range Program when developing your proposal application. If an additional copy is needed, it will be furnished upon request to Administrative Office, Oklahoma Department of Libraries.

Your proposals must relate to specific goals and objectives included in the Long-Range Program. Overall goals and objectives are listed on pages 4 and 5; goals for public libraries are located on pages 13 and 14.

ANNUAL PROGRAM EXPLANATION

The Oklahoma Department of Libraries anticipates LSCA funding for fiscal year 1978 at the same level as fiscal year 1977.

The Title I allotment is expected to be $778,794, and the Title III allotment is expected to be $55,201.

The Department funds programs through five broad categories. Input is encouraged and welcomed for all categories from librarians and other interested persons. Programs originating with ODL are based on staff expertise and interest, involvement, and input from librarians, community groups, and citizens statewide.

The categories are:

I. LIBRARY DEVELOPMENT GRANTS - Based on developing interest in specific areas of the state, grants are given for the purpose of multi-county development in any one of three stages.

a. Initiative - a grant for initial stage of development to a library most likely to serve as the resource center of a new multi-county system.

b. Demonstration - a grant to counties or the demonstration of multi-county library development in a new area, or in a county adjoining an existing library system.

c. Establishment - a grant to counties that has already voted a library millage for establishing a multi-county library system.

d. Extension - a grant to an existing library system to extend stationary library services to communities of atleast 2,000 people within the system (materials and equipment only).

II. MAN-POWER GRANTS - Based on the new continuing education program currently under development at the Department, funds will be programmed for workshops and other continuing education functions. Projects will be developed through the Continuing Education Coordinator at the Department based on statewide input.

III. STATEWIDE PROGRAMS - Projects of a continuing nature benefitting libraries statewide, which are best administered at the state level, will be continued as developed by the ODL staff with statewide input. (Film circuit, summer reading program, etc.)

IV. INTERLIBRARY COOPERATION AND NETWORKING - projects involving cooperative efforts between public libraries and/or other types of libraries will be coordinated by the Department. (DTIS, AMIGOS grants, etc.)

V. SPECIAL PURPOSE GRANTS - Specifically designed for projects developed on the local level and carried out on that level. One-time grants to public libraries based on proposals submitted by local libraries.

OKLAHOMA DEPARTMENT OF LIBRARIES APPLICATION INFORMATION

SPECIAL PURPOSE GRANTS:

Special purpose grants are one-time grants made to individual public libraries or public library systems for programs or projects which have been reviewed and accepted by the ODL staff, the LSCA Advisory Council, and the ODL Board. Proposals are submitted by application to the Department of Libraries and funding is based on individual project needs. Libraries are not limited either to number of applications they can submit or to number of grants for which they are eligible.

PRIORITIES:

Proposals which address themselves to any of the following priorities ordered by the Department of Libraries will receive more favorable consideration than those which do not:

Projects which serve the disadvantaged (physically, economically, socially, limited English speaking, or geographically);

Projects which serve those people not now receiving library service or who are not making full use of library services available to them; and

Projects which involve some form of interlibrary cooperation.

CALENDAR FOR LSCA APPLICATIONS FY'78

Letter inviting applications (with criteria, forms, procedures, policies, etc.)	August 31, 1977
Mini-application (letter of intent with preliminary commitments)	September 30, 1977
Reply from OSL to applying libraries	October 14, 1977
Deadline for full-blown application	November 15, 1977
Review by OSL staff, LSCA Advisory Council	Nov. 15 - Dec. 15, 1977
Notification of acceptance or rejection by OSL	January 6, 1978
Contracts (based on notification of grant award from Washington)	January 31, 1978
Initial grants to public libraries for projects	February 15, 1978
1st Quarterly reports on projects due in OSL	May 15, 1978
2nd Quarterly reports on projects due in OSL	August 15, 1978
3rd Quarterly reports on projects due in OSL	September 30, 1978
Final report on projects due in OSL	October 15, 1978

The calendar is based on a 9-month project period beginning February 15, 1978. Exceptions may be made in special cases for projects which need to continue beyond nine months. Some projects may not begin according to the above schedule and initial grants may be made at a later date. However, no grants will be made later than June 1, 1978. Progress reports are due at OSL at 3-month intervals from the date of the initial grant. A final project report will be due no later than twelve (12) months from the date of the initial grant.

GRANT APPLICATION PROCEDURES

ELIGIBILITY: All Oklahoma public libraries and library systems are eligible to apply for Title I grant monies under the Special Purpose Grants category administered by the Oklahoma Department of Libraries.

TIME-SPANS: New projects may be planned for a period up to 9 months. To accomplish some, depending upon the time necessary to achieve the project objectives, a project covering a 12-month period may be approved. Extension of a project for a second grant period (requiring additional funding) will be considered and will be contingent upon progress and success during the initial project period. Adherence to complete application procedure will be required for consideration of extension or additional grants for currently funded projects.

STEP 1 - LETTER OF INTENT: A "letter of intent" serving as a pre-application must be submitted to the Oklahoma Department of Libraries postmarked no later than September 30, 1977. The "letter of intent" must include, but is not limited to the following:

1. Purpose of the project must be established and stated, including need, target groups, and anticipated achievements.
2. Continuance as an ongoing activity. Evidence must indicate continued support beyond the initial grant period.
3. Community involvement including benefits to special groups and their support where appropriate.
4. Financial participation pertinent details of activities to achieve project completion.
5. Budget projections amount of funds needed.

Letters will be reviewed by the OBL library and staff and those which, in the opinion of OBL, do not fall within the priorities or do not indicate a reasonable quality of further participation will be rejected at that time. Libraries will be notified immediately with full explanations and reasons for rejection. No further application for these projects will be considered.

Those libraries selected as likely candidates on the basis of their intent will be contacted and an OBL staff member will be assigned to work in a consulting and advisory capacity to assist in developing a full-blown proposal and to serve as liaison between the applicant and the Department. Those applicants then proceed to Step 2.

STEP 2 - PROPOSAL: (THE PROPOSALS DUE AT OBL BY December 31, 1977) Applicants must develop full-scale project proposals. Assistance in all phases of application will be provided by the OBL contact person, upon request. Applicants are encouraged to communicate early and often with OBL. The following items are required for each project proposal:

1. An abstract (brief description) of the proposal on its own page(s). (OBL/LSCA Form 1)

OBL/5-31-77

2. Target:
   a. Identify target group and indicate such factors as location, age, or race, if appropriate. Provide statistical data. (ODL/LSCA Form B)
   b. Indicate need for the project based on current level of library service among the target group and desirable level of library service among the target group. Input from the target group is appropriate.
   c. Include a map or other graphic display showing the location and boundaries of the target area.

3. Goal:
   State the long term goal or goals toward which the project is directed.

4. Objectives:
   List the specific accomplishments which will be made toward reaching the project goal.

5. Action:
   A plan of action must include specific activities by which objectives will be realized. Include a timetable.

6. Budget:
   A project budget must support the plan of action. Show any local monies which will be included for the purpose of fulfilling this project. The total amount of the grant request must be shown relative to the following:

   a. Salaries, include job descriptions for all personnel included in budget.
   b. Library materials (books)
   c. Audio-visual materials
   d. Equipment
   e. Expendable supplies
   f. Other, specify (printing, travel, etc.)

   No expenditures can be made for capital outlay from these funds.

7. Evaluation:
   This factor is an essential and integral part of the project. The means by which project participants and others can verify the extent to which the objectives have been achieved must be included. A means for assessing user opinion is also important. Progress reports for projects must be submitted at intervals (dates are indicated on Calendar, page 5). Final over-all evaluation of the project must be submitted by October 15, 1973, unless otherwise specified.

8. Assessment of both current and future local support for the project: State the library's intention for future continuation and funding of the project servic

9. Underside significance or value of the project.

SUBMIT one copy of proposal including all forms to Oklahoma Department of Libraries on or

ABSTRACT OF PROPOSAL

Applicant: _____

Title of Project: _____

Fiscal Agency: (Main Branch, etc.) _____

Project Contact Person: _____ Tel. # _____

Is the project new or is it an extension? _____

LSCA funding requested: $_____

LSCA funds approved in prior years, if extension: $_____
(Reference projects need give only the amount of the grant for the immediate past prior year.)

Duration of proposed project: _____

Briefly describe the purpose of the project, and indicate how the objectives of the project will be carried out and evaluated. If an extension, give brief history, including how problems, if any, are being addressed. If the project, or components of the project, can be categorized as serving either or both the "physically handicapped" and "state institutionalized," please so indicate and state the LSCA dollar amount. This information is necessary for meeting maintenance of effort requirements. (Physically handicapped - - services to those certified by competent authority as unable to read or to use conventionally printed materials as a result of physical limitations. State institutionalized - - materials and services to residents of institutions operated or substantially supported by the State, or to students in residential schools for any health impairment requiring special education, operated or substantially supported by the State.) Use additional pages if necessary.

STATISTICAL SUMMARY

a may duplicate information in the project description. This is a summary of statistical data. An ans
be provided for each item or sub-item.

1970 U.S. Bureau of Census population of the Target Area to be served: _____

Current population of the Target Area to be served: _____. Source of curre

population _____ Date of estimate _____.

Total number of counties served: _____. Congressional District(s) _____

Predominant characteristics of area served: (give best estimate of the population distribution of persons served within each of the following areas.)

a. (1) Model City Neighborhood _____

b. (2) Urban _____ Rural _____

Type of Group: (Check the space which best describes the population served by the project.)

a. ( ) Economically Disadvantaged
b. ( ) Physically Handicapped (give percentage of this group that is blind: _____%
c. ( ) Migrant d. ( ) General Public in Area e. ( ) Other, please specify:

Ethnic or Racial Group: Is this project primarily for a specific ethnic or racial group?

( ) YES ( ) NO

If "yes" give best estimate of percentage distribution of persons served by the project as to race o
ethnic group:

ONE

a. American Indians ___%
b. American Orientals ___%
c. Black ___%
d. White ___%
e. Other ___%

TWO IF SPANISH SURNAMED:

a. Mexican Americans ___%
b. Cuban ___%
c. Puerto Rican ___%
d. Other, please specify ___%

Age Group Served: (give best estimate of population distribution of persons served in the project by age groups)

a. Children (age 0-14) _____
b. Youth (age 15-24) _____
c. Working age/graduate (age 25-64 _____
d. Aged (age 65 and over) _____

NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES IN THIS PROJECT:

(1) TOTAL (sum of item (2) thru (11) following): _____

(2) Public _____
(3) School _____
(4) Vocational _____
(5) Jr. College _____
(6) Other Academic _____
(7) Special _____
(8) Hospitals _____
(9) Correctional 84
(10) Residential Schools _____
(11) Other, specify _____

OKLAHOMA DEPARTMENT OF LIBRARIES CRITERIA FOR "SPECIAL PURPOSE GRANTS" UNDER LSCA TITLE I

Proposals will be reviewed with particular attention to the following criteria. Each item carries a weight factor which will apply to projects and those projects with the highest accumulated value will receive more favorable consideration. It is unlikely that any one project will score high on all criteria listed.

Basic Criteria:

1. Ability of the library staff to carry out project.
2. Scope of project in relation to individual library's capabilities -- budget, objectives, etc.
3. Evidence of intentions of local commitment to continue the project beyond the year of grant.

Significance of Project:

1. Potential new patterns of cooperation among public libraries.
2. Potential for reaching presently unserved.
3. Relationship to Oklahoma Long-Range Program.
4. Potential new patterns of cooperation among different types of libraries.
5. Potential for meeting the needs of areas with high concentrations of low income families.
6. Potential for meeting the needs of areas with high concentrations of persons with limited English-speaking ability.
7. Potential for replication in other libraries.
8. Innovation, new idea, first time in Oklahoma, etc.
9. Involvement with non-library community population.

Technical Quality of Application:

1. Clarity and specificity of proposal.
2. Adequacy of identification of target group.
3. Adequacy of project control.
4. Adequacy of evaluation process.
5. Appropriateness of objectives for the goal.
6. Realistic planning for the continuation of the project after Federal funding.
7. Adequacy of analysis of current level of library service to target group.
8. Feasibility of time table.
9. Likelihood of plan achieving objectives.

ODL Form L110-778 Identification NO._____

ODL GRANT EVALUATION

Quarterly Report Form

Recipient (agency or library)_____

Name of Project_____

ODL Liaison Person_____ Quarter_____

NOTE: Contact your liaison person for assistance in completing this form.
Use additional pages where necessary to complete each answer.

1. List project objectives and describe progress toward each to date.

2. Explain problems you are encountering in -
   1) Administration/expenditure of grant funds
   2) Delivery of service, establishment of program, development of collection
   3) Community/staff acceptance of project
   4) Time-table
   5) Other

3. Describe significant benefits of the project to date:

4. List pertinent statistical information to date:

5. Use this space for comments on other matters pertinent to the project.

Signature of person completing report _____

Date _____

ODL Form L110-778A

ODL GRANT EVALUATION

Quarterly Financial Statement

Identification Number _____

Recipient (agency or library) _____

Name of Project _____

Quarter _____

Amount of Grant:

Item	Budgeted	Expended	Balance

Signature of person completing report _____

Date _____

ODL Form L120-778 Identification No._____

ODL GRANT EVALUATION

Final Report Form

Recipient (agency or library) _____

Name of Project _____

ODL Liaison Person _____

NOTE: Contact your liaison person for assistance in completing this form, if needed. Use additional pages where necessary to complete each answer.

1. Has this project been effective in achieving any objectives of the Oklahoma Long Range Program for Library Development? Yes_____ No_____

   List objectives achieved and describe project's relationship.

2. Has this project been effective in achieving any of your library's goals and objectives? Yes_____ No_____

   List objectives achieved and describe project's relationship.

3. Has the project accomplished what it was intended to do? Yes_____ No_____

   If NO, please explain.

4. Describe any significant experiences and/or observations relative to the project.

5. Did you encounter any problems in the administration and/or application of project funds? Yes_____ No_____

If yes, please explain.

6. Was your library staff adequate (in number, training, commitment) to carry out this project? Yes_____ No_____

If no, please explain.

7. What was the project's target audience?

Was this audience receptive to the project? Yes_____ No_____

Has the project developed new users of library services/materials? Yes_____ No_____

8. Have you sought project evaluation from target audience, staff, others?
Yes_____ No_____

If so, list specific comments/data.

9. Did the funds received for this project enable your library to:

_____begin a service, collection or program that would otherwise have been impossible?

_____develop a program, service or collection earlier than local library funding would permit?

_____continue or expand a program, service or collection that had been initially developed with local or other funds?

_____Other (please explain)

10. What plans has your library made to continue this program, service or collection with local or other funds after this grant period?

11. What recommendations would you make to another library considering the same or a similar project?

12. What have been the greatest overall strengths of this project?

13. What have been its greatest drawbacks or weaknesses, if?

14. Attach five (5) copies of publicity, flyers, etc., produced as part of this project.

Signature of person completing report _____

Date _____

91-86

OSL Form L135-77Sa

OSL GRANT EVALUATION
Final Financial Summary

Identification number _____

Recipient (agency or library) _____

Name of Project _____

Amount of Grant _____

Item	Budgeted	Expended	Balance

Signature of person completing report _____

Date _____

OEL Form 1320-77A

OEL GRANT EVALUATION

Identification No. _____

Recipient (agency or library) _____

Name of Project _____

Project Evaluator _____ Date of this Report _____

The project has been reviewed with particular attention to the following criteria. Comments and ratings are based on written reports and interviews with grant recipient.

	High	Medium	Low	Comments
A. General Criteria				
1. Ability of the local library staff to carry out project	____	____	____	_____
2. Relationship of the project to library's capabilities--budget, objectives, population of service area, staff, etc.	____	____	____	_____
3. Evidence of local commitment to continue project beyond this grant period	____	____	____	_____
4. Appropriateness of objectives to accomplish goals of project	____	____	____	_____
B. Significance of Project				
1. Relationship to Oklahoma Long-Range Program	____	____	____	_____
2. Potential effective patterns for cooperation among public libraries	____	____	____	_____
3. Potential effective pattern(s) for cooperation among different types of libraries	____	____	____	_____
4. Potential effective pattern(s) for cooperation among libraries and other agencies/institutions/groups	____	____	____	_____
5. Potential for replication in other libraries	____	____	____	_____

	High	Medium	Low	Comments
6. (Potential and actual) effectiveness in reaching target group	___	___	___	_____
7. Innovation in Oklahoma	___	___	___	_____
8. Involvement with non-library community	___	___	___	_____
C. Quality of grant administration				
1. Clarity and specificity of reports (narrative and fiscal)	___	___	___	_____
2. Timeliness of reporting and evaluation	___	___	___	_____
3. Adequacy of project management	___	___	___	_____
4. Realistic planning for project continuation after this grant period	___	___	___	_____
5. Feasibility of time-table	___	___	___	_____
6. Effectiveness in achieving project objectives	___	___	___	_____

Overall Comment

_____

_____

_____

_____

_____

INTERLIBRARY LOAN CODE FOR THE STATE OF OKLAHOMA

This code is a voluntary agreement adopted by: (Name of Library) on (Date) to encourage and facilitate interlibrary lending among libraries in the state of Oklahoma. Although correlated with the ALA National Interlibrary Loan Code, 1968 (adopted by the Reference Services Division, acting for the American Library Association on June 27, 1968), this local code is intended to promote a more liberal interlibrary loan policy among the libraries adopting it. It is based on the promise that lending among libraries for the use of an individual in the state of Oklahoma is in the public interest and should be encouraged. However, interlibrary lending should be no substitute for the development of adequate collections.

This code may be further expanded or modified to meet the particular interests of participating libraries.

The American Library Association has published a procedures manual, Sarah K. Thomson's INTERLIBRARY LOAN PROCEDURE MANUAL, suggested for use in implementing the national code. Libraries requesting materials on loan are urged to follow the recommendations of the manual.

I. **Definition**

A. Interlibrary loans are transactions in which library materials (book and nonbook) are made available by one library to another; for the purpose of this code they also include the provision of copies as substitutes for loans of the original materials.

B. For the purpose of this code, "library" is defined as any public, academic, school, or special library within the state of Oklahoma.

II. **Purpose**

Since it is increasingly evident that it is impossible for any one library to be self-sufficient, and in the belief that the furtherance of knowledge is in the general interest, interlibrary borrowing and lending is regarded by the libraries subscribing to this agreement as essential to library service.

III. **Responsibility of Borrowing Libraries**

A. It is recognized that interlibrary lending does not relieve any library of the responsibility of developing its own collection. Each library will provide the resources to meet the ordinary study, educational, instructional, informational, and research needs of its users. Requests to borrow from other libraries will be limited to those items which the library might not be expected to own. Libraries should review and consider adding frequently asked for items to their collections. No library should depend upon another to supply the normal needs of its clientele except under special agreement for such service.

B. Borrowing libraries will make every effort to exhaust their own resources before resorting to interlibrary loans.

C. Borrowing libraries will screen carefully all applications for loans, rejecting those which do not conform to this code.

D. The following conditions apply to all material borrowed:

1. The borrowing library will honor any limitations on use imposed by the lending library;
2. Unless specifically forbidden by the lending library, it is assumed that copying is permitted, provided that it is in accordance with copyright law and ALA policy and further, provided no damage to the original volume will result;
3. The borrowing library is responsible for returning loans promptly and in good condition;
4. The safety of loaned materials is the responsibility of the borrowing library from the time an item leaves the lending institution until it is returned to that library unless it has been determined that the lending library and/or mail service is at fault. Costs of repair and/or replacement for damaged or lost materials will be met after a mutual agreement has been reached by the borrowing and lending libraries.

IV. **Responsibility of Lending Libraries**

A. Lending libraries have the responsibility to inform borrowing libraries of any failure to observe the provisions of this code, and if necessary may invoke the provisions stated in Sec. XI.

B. Lending libraries will practice as liberal and unrestrictive a policy as is possible in interlibrary loans, with due consideration to the interests of their primary clientele.

V. **Scope**

A. ANY TYPE OF LIBRARY MATERIAL needed for the purpose of study, instruction, information, or research may be requested on loan or in photocopy from another library. The lending library has the privilege of deciding in each case whether a particular item should or should not be provided and whether the original or a copy should be sent. These decisions may be determined by the nature of the material or its physical condition, the degree of active demand for the material requested, or other reasons specifically indicated in this agreement.

B. Under the terms of this agreement it is permissible to request an interlibrary loan:

1. Materials collected in specialized subject fields and in special nonrestricted collections, as well as those in general collections;
2. Materials collected under special acquisition agreements;
3. Materials bought under special grant or other programs intended to promote economical use of the total resources;
4. Reference materials whenever lending might not hinder the service of the lending library.

C. Under the terms of this agreement, borrowing libraries will not ordinarily request:

1. Books in current and/or recurring demand;
2. Bulky or fragile materials;
3. Rare materials;
4. Duplicates of titles already owned;
5. Journals, which are usually non-circulating, since articles can be copied inexpensively;
6. Materials for class, reserve, or other group use;
7. Genealogical, heraldic, and similar materials.

D. This code is not intended to supplant other agreements existing among libraries.

VI. **Expenses**

A. The borrowing library should be prepared to assume costs charged by the lending library. The charges may be more than nominal; therefore, the borrowing library should anticipate these costs and authorize maximum charges on the initial request.

B. In the interests of efficiency the lending library may agree to absorb nominal costs for postage and insurance one way and photocopying.
C. Libraries may make special contractual or other arrangements, including financial reimbursement or other adjustments, in recognition of costs incurred by libraries whose resources are used extensively.

3. COLLEGE AND UNIVERSITY STUDENTS AND FACULTY MEMBERS
A member of the academic community should use: (1) his/her institution's library; or (b) the public library of the community. If the person's needs cannot be satisfied and alternative topics are not possible, after careful screening, the academic librarian may attempt to obtain the material from other sources. (See Sec. III)
4. CLIENTELE OF SPECIAL LIBRARIES
An employee, member, or representative of an agency, company, society, or other institution having its own library should use that library whenever requests relate to that affiliation. If the person's needs cannot be satisfied, the librarian may attempt to obtain the material from other sources. (See Sec. III)

B. Every effort will be made by the borrowing library to locate materials through available local, state, and regional union catalogs, book catalogs, and union lists.
C. Requests may be made by:
1. Oklahoma Teletype Interlibrary System (OTIS), using the OTIS forms;
2. Mail, using the standard ALA form or the ALA photoduplication form;
3. TWX, using the standard TWX format;
4. Telephone requests when mutually agreeable may be made and shall be confirmed by the mailing of the standard form unless the lending library waives this record.
D. No library will lend directly to an individual on an interlibrary loan basis, except by mutual agreement between the borrowing and lending libraries.

VII. **Placement of Requests**
A. Requests should be routed through the following recommended and established channels:
1. STUDENTS THROUGH HIGH SCHOOL
A student in connection with school work should use. (a) his/her own school library; or (b) the public library of the community. If the person's needs cannot be satisfied and alternative topics are not possible, after careful screening, the school or public librarian may attempt to obtain the material from other sources. (See Sec. III)
2. USERS OF PUBLIC LIBRARIES
A public library user should use the public library of his/her own community. If the public library cannot satisfy the user's needs, the local librarian may request material through the Oklahoma Teletype Interlibrary System (OTIS) network. (See OTIS Policies and Procedures available from the Oklahoma Department of Libraries.) (See Sec. III)

VIII. **Form of Request**
A. Materials requested must be described as completely and accurately as possible following accepted bibliographic practice.
B. Under the terms of this agreement borrowing libraries will specify the type of non-print media compatible with their audio-visual equipment.
C. All items requested shall be verified in standard bibliographic tools and sources of verification cited. When the item requested cannot be verified, the statement "cannot verify" shall be indicated, and complete information as to source of reference furnished.
D. If verification is disregarded or bibliographic data is incorrect, the lending library may return the request unfilled without special effort to identify the reference. However, if there is clear indication that the borrowing library has exhausted its own resources, then the lending library may be willing to verify the citation.
E. The name and status (position or other pertinent identifying information) of the individual for whom the material is being requested shall appear on the request form.
F. Subject requests should be as specific as possible and should include sources searched and the patron's need and level of interest.
G. All requests and shipments shall be conspicuously labeled "Interlibrary Loan."

IX. **Duration of Loan**
A. Unless otherwise specified by the lending library, the duration of the loan shall be calculated as the time the item is to be in the borrowing library, disregarding the time spent in transit. The period of loan shall be designated by the lending library.
B. Renewal requests shall be kept to a minimum. The renewal request shall be sent in time to reach the lending library before the due date. The lending library shall respond to renewal requests promptly; if it does not, it will be assumed that renewal for the same period as the original loan is granted.
C. The loan period specified by the lending library should be appropriate to the type of material.
D. Material on loan is subject to recall at any time and the borrowing library shall comply promptly.

X. **Notification and Acknowledgement**
A. The lending library shall notify the borrowing library promptly whether or not the material is being sent; if the material cannot be supplied, the lending library shall state the reason.
B. Except in the case of very valuable shipments, no acknowledgement of receipt is necessary. If there is undue delay in receipt of shipments, the borrowing library shall notify the lending library so that a search may be initiated.

XI. **Violation of the Code**
Flagrant disregard of the provisions of this code shall be sufficient reason for suspension of borrowing privileges; therefore, a library's or patron's privileges may be suspended.

Oklahoma State Reformatory		8,245			1	Good facility; good collection
Pauls Valley State School	588	4,374	6	17,975	1 semi-prof. 1 clerk	Good facility; good collection
Boley School for Boys	200	1,050	20	3,749	1 part-time	Location bad
Helena School for Boys	186	7,350	55	7,706	1 part-time	
Oklahoma Children's Center - North	150	1,203	11	635	.15 FTE	
Oklahoma Children's Center - South	174	2,071	24	3,000	1 full time 1 part-time	
Okla. State War Veteran's Home, Ardmore	Data unavailable					
Okla. State War Veteran's Home, Norman	Data unavailable					
Okla. State War Veteran's Home, Sulphur	Data unavailable					
Okla. Veteran's Center, Clinton	Data unavailable					
Western State Hospital	1,500	5,132	34	6,364	1 non-prof.	Good facility; good collection
Whitaker State Home	157	3,500	35	12,738	Teacher/Lib.	
L. E. Radar Evaluation Center	574	2,200	18	3,348	None	
Carl Albert Mental Health Center	60	150	0		1 part-time	
Stringtown Vo-Tech Training School	408	8,000	10			

Training School	400	2,300	5	
McLeod	Data unavailable			

Addendum ©

OKLAHOMA COUNTIES RANKED IN DESCENDING ORDER BY NUMBER OF FAMILIES BELOW POVERTY LEVEL

RANK	COUNTY	NUMBER OF FAMILIES
1.	Oklahoma	13,009
2.	Tulsa	9,679
3.	Comanche	3,349
4.	Muskogee	3,219
5.	Leflore	2,332
6.	McCurtain	2,307
7.	Okmulgee	2,168
8.	Pottawatomie	1,989
9.	Carter	1,971
10.	Cleveland	1,837
11.	Creek	1,793
12.	Pittsburg	1,787
13.	Garfield	1,766
14.	Payne	1,721
15.	Sequoyah	1,691
16.	Caddo	1,680
17.	Seminole	1,642
18.	Cherokee	1,619
19.	Adair	1,611
20.	Bryan	1,603
21.	Stephens	1,542
22.	Delaware	1,527
23.	Grady	1,484
24.	Pontotoc	1,477
25.	Kay	1,431
26.	Hayes	1,427
27.	Jackson	1,413
28.	Choctaw	1,341
29.	Garvin	1,323
30.	Ottawa	1,194
31.	Rogers	1,160
32.	Hughes	1,088
33.	Wagoner	1,063
34.	Osage	1,050
35.	Lincoln	1,017
36.	Beckham	1,000
37.	Okfuskee	963
38.	Washington	962
39.	Pushmataha	952
40.	McIntosh	930
41.	Custer	879
42.	Logan	869
43.	Canadian	862
44.	Atoka	810
45.	Kiowa	779
46.	Tillman	732
47.	Haskell	715
48.	McClain	676
49.	Craig	674
50.	Latimer	656
51.	Johnston	654
52.	Blaine	637
53.	Washita	581
54.	Nowata	579
55.	Murray	560
56.	Pawnee	555
57.	Grady	510
58.	Coal	499
59.	Marshall	480
60.	Jefferson	467
61.	Woods	451
62.	Kingfisher	443
63.	Texas	440
64.	Woodward	429
65.	Noble	418
66.	Love	404
67.	Cotton	351
68.	Major	344
69.	Harmon	324
70.	Greer	308
71.	Dewey	292
72.	Alfalfa	275
73.	Harper	253
74.	Ellis	212
75.	Roger Mills	203
76.	Beaver	195
77.	Cimarron	125
STATE TOTAL		102,210
Median number of families per county		952
Average number of families per county		1,327

Source: U.S. Bureau of the Census, Census of Population: 1970, General Social and Economic Characteristics, PC(1)-C38 Oklahoma, Table 124, p.38-

OKLAHOMA COUNTIES RANKED IN DESCENDING ORDER
AS TO PER CAPITA INCOME

RANK	COUNTY	PER CAPITA INCOME
1.	Sugar Hills	$3,839
2.	Washington	3,466
3.	Tulsa	3,338
4.	Oklahoma	3,288
5.	Kay	2,888
6.	Garfield	2,886
7.	Cleveland	2,859
8.	Texas	2,840
9.	Kingfisher	2,831
10.	Cotton	2,816
11.	Woods	2,791
12.	Cimarron	2,730
13.	Woodward	2,728
14.	Osage	2,720
15.	Beaver	2,698
16.	Canadian	2,664
17.	Stephens	2,639
18.	Alfalfa	2,592
19.	Custer	2,572
20.	Comanche	2,569
21.	Garvin	2,540
22.	Pontotoc	2,508
23.	Creek	2,482
24.	Ottawa	2,482
25.	Harper	2,476
26.	Payne	2,472
27.	Rogers	2,461
28.	Ellis	2,456
29.	Pawnee	2,424
30.	Dewey	2,443
31.	Grady	2,434
32.	Nowata	2,402
33.	Major	2,401
34.	Noble	2,389
35.	Pottawatomie	2,366
36.	Beckham	2,360
37.	Carter	2,342
38.	Washita	2,321
39.	Muskogee	2,306
40.	Wagoner	2,292
41.	Lincoln	2,277
42.	Grant	2,268
43.	McClain	2,266
44.	Marshall	2,240
45.	Jackson	2,237
46.	Pittsburg	2,234
47.	Murray	2,198
48.	Mayes	2,186
49.	Harmon	2,178
50.	Blaine	2,173
51.	Craig	2,157
52.	Logan	2,134
53.	Bryan	2,140
54.	Jefferson	2,139
55.	Tillman	2,092
56.	Okmulgee	2,073
57.	Hughes	2,062
58.	Kiowa	2,020
59.	Love	2,010
60.	Greer	1,996
61.	Caddo	1,959
62.	Seminole	1,939
63.	Delaware	1,867
64.	Cherokee	1,860
65.	Choctaw	1,860
66.	Atoka	1,810
67.	Latimer	1,793
68.	McIntosh	1,789
69.	McCurtain	1,760
70.	Latimer	1,757
71.	Haskell	1,719
72.	Sequoyah	1,710
73.	Coal	1,701
74.	Johnston	1,602
75.	Okfuskee	1,609
76.	Adair	1,596
77.	Pushmataha	1,578
	STATE PER CAPITA INCOME	3,269
	MEDIAN PER CAPITA INCOME	2,306

Source: U.S. Bureau of the Census, Census of Population: 1970, General Social and Economic Characteristics, PC(1)-C38 Oklahoma, Table 124.

U.S. Bureau of the Census, Statistical Abstract of the United States: 1971, pg. 314.

[illegible]

[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
1.	[illegible]	41.7%	41.	[illegible]	18.2
2.	[illegible]	38.9	42.	[illegible]	17.9
3.	[illegible]	38.4	43.	[illegible]	17.8
4.	[illegible]	38.3	44.	[illegible]	17.7
5.	[illegible]	33.9	45.	[illegible]	17.3
6.	[illegible]	31.4	46.	[illegible]	17.1
7.	[illegible]	30.8	47.	[illegible]	17.0
8.	[illegible]	30.8	48.	[illegible]	17.0
9.	[illegible]	29.8	49.	[illegible]	17.1
10.	[illegible]	29.7	50.	[illegible]	16.2
11.	[illegible]	29.3	51.	[illegible]	16.2
12.	[illegible]	27.8	52.	[illegible]	15.9
13.	[illegible]	26.1	53.	[illegible]	15.1
14.	[illegible]	25.9	54.	[illegible]	15.0
15.	[illegible]	24.8	55.	[illegible]	15.0
16.	[illegible]	24.7	56.	[illegible]	15.0
17.	[illegible]	23.9	57.	[illegible]	14.9
18.	[illegible]	23.8	58.	[illegible]	14.7
19.	[illegible]	23.4	59.	[illegible]	14.4
20.	[illegible]	23.1	60.	[illegible]	14.3
21.	[illegible]	23.0	61.	[illegible]	14.3
22.	[illegible]	22.7	62.	[illegible]	14.2
23.	[illegible]	22.6	63.	[illegible]	14.1
24.	[illegible]	22.6	64.	[illegible]	13.9
25.	[illegible]	22.1	65.	[illegible]	13.8
26.	[illegible]	22.0	66.	[illegible]	13.6
27.	[illegible]	22.0	67.	[illegible]	13.4
28.	[illegible]	21.9	68.	[illegible]	13.3
29.	[illegible]	21.8	69.	[illegible]	13.3
30.	[illegible]	20.7	70.	[illegible]	13.2
31.	[illegible]	20.6	71.	[illegible]	13.2
32.	[illegible]	19.9	72.	[illegible]	13.2
33.	[illegible]	19.9	73.	[illegible]	13.2
34.	[illegible]	19.9	74.	[illegible]	9.9
35.	[illegible]	19.1	75.	[illegible]	9.8
36.	[illegible]	18.9	76.	[illegible]	9.0
37.	[illegible]	18.8	77.	[illegible]	8.2
38.	[illegible]	18.6	STATE AVERAGE		18.6
39.	[illegible]	18.5			
40.	[illegible]	18.3			

Source: U.S., Bureau of the Census, Census of Population: 1970, General Social and Economic Characteristics, PC(1)-C39 Oklahoma, Table 120.

[illegible]

Incomplete survey -
Information gathered from annual reports, 1977

NAME	RESIDENTS	VOLUMES	PERIODICALS FOR RESIDENTS	BUDGET FOR LIBRARY	STAFF	EVALUATION AS RESULT OF VISIT
Central State Griffin Memorial Hospital	1,034	4,154	0	7,426	1 prof.	
Lexington Community Treatment Center		12,752	5		None	
Oklahoma Cerebral Palsy Center	112	758	5	1,110	.5 FTE	
Oklahoma Veteran's Center - Talihina	162	1,743	51	6,486	2 full time	
Eastern State Hospital Vinita	728	6,026	0	10,000	1 non-prof.	Good facility; fair collection
Enid State School	784	2,000	19	16,935	2 non-prof.	Library in progress; collection improving
Girls Town	64	6,900	0	6,825	1part-time	
Hissom	608	3,100	7	17,917	1 Lib. Tech.	
Parkview School	142	12,862	100	16,474	1 non-prof.; Part-time clerical	
Oklahoma School for the Deaf	175	4,750	65	54,390	1 Lib. 1 A/V 1 clerk	
Oklahoma State Penitentiary	1,400	6,000	20		1 prof.	Striving to meet standards

OKLAHOMA COUNTIES RANKED IN DESCENDING ORDER BY NUMBER OF LIMITED ENGLISH-SPEAKING POPULATION

RANK	COUNTY	LIMITED ENGLISH-SPEAKING POPULATION	% OF STATE TOTAL
1.	Oklahoma	51,018	21.45%
2.	Tulsa	33,166	13.94
3.	Comanche	15,160	6.37
4.	Cleveland	8,628	3.63
5.	Garfield	6,666	2.80
6.	Payne	4,559	1.92
7.	Muskogee	4,417	1.86
8.	Pottawatomie	4,312	1.81
9.	Adair	3,959	1.66
10.	Caddo	3,955	1.66
11.	Jackson	3,591	1.51
12.	Seminole	3,491	1.47
13.	Kay	3,464	1.46
14.	Canadian	3,323	1.40
15.	Pittsburg	3,168	1.33
16.	Cherokee	3,156	1.33
17.	Custer	3,013	1.27
18.	McCurtain	2,960	1.24
19.	Washington	2,849	1.20
20.	Okmulgee	2,812	1.18
21.	Mayes	2,705	1.14
22.	Delaware	2,617	1.10
23.	Rogers	2,598	1.09
24.	Creek	2,561	1.08
25.	Carter	2,443	1.03
26.	Lincoln	2,211	0.93
27.	Osage	2,099	0.88
28.	Craig	2,065	0.87
29.	Texas	2,038	0.86
30.	Pontotoc	1,981	0.83

RANK	COUNTY	LIMITED ENGLISH-SPEAKING POPULATION	% OF STATE TOTAL
31.	Hughes	1,945	0.82
32.	Stephens	1,806	0.76
33.	LeFlore	1,778	0.75
34.	Sequoyah	1,776	0.75
35.	Kiowa	1,773	0.74
36.	Tillman	1,685	0.71
37.	Washita	1,681	0.71
38.	Kingfisher	1,604	0.67
39.	Blaine	1,568	0.66
40.	Grady	1,484	0.62
41.	Garvin	1,471	0.62
42.	Logan	1,465	0.62
43.	Bryan	1,428	0.60
44.	Woodward	1,324	0.56
45.	Okfuskee	1,288	0.54
46.	Ottawa	1,221	0.51
47.	Wagoner	1,210	0.51
48.	Woods	1,110	0.47
49.	Murray	1,087	0.46
50.	Noble	1,048	0.44
51.	Nowata	1,013	0.42
52.	Atoka	979	0.41
53.	Choctaw	940	0.40
54.	McIntosh	933	0.39
55.	Major	897	0.38
56.	McClain	846	0.36
57.	Grant	818	0.34
58.	Beckham	765	0.32
59.	Greer	686	0.29
60.	Cotton	676	0.28
61.	Pawnee	663	0.28
62.	Harmon	658	0.28
63.	Johnston	636	0.27
64.	Ellis	631	0.26
65.	Latimer	627	0.26
66.	Marshall	602	0.25
67.	Haskell	560	0.24
68.	Coal	551	0.23
69.	Alfalfa	547	0.23
70.	Beaver	490	0.20

RANK	COUNTY	LIMITED ENGLISH-SPEAKING POPULATION	% OF STATE TOTAL
71.	Jefferson	468	0.20
72.	Dewey	441	0.18
73.	Roger Mills	380	0.16
74.	Love	341	0.14
75.	Cimarron	336	0.14
76.	Pushmataha	335	0.14
77.	Harper	319	0.13
STATE TOTAL		237,875	100%
Median		1,568	
Average		3,089	

Source: U.S. Bureau of the Census, Census of Population: 1970, General Social and Economic Characteristics, Final Report PC(1)-C38 Oklahoma, Table 119, Mother Tongue for Selected Groups.

OKLAHOMA COUNTIES RANKED IN DESCENDING ORDER BY DENSITY OF LIMITED ENGLISH-SPEAKING POPULATION COMPARED TO TOTAL COUNTY POPULATION

RANK	COUNTY	TOTAL CO. POP.	LIMITED ENGLISH-SPEAKING POPULATION	% OF CO. TOTAL
1.	Adair	15,141	3,959	26.1%
2.	Delaware	17,767	2,617	14.7
3.	Hughes	13,228	1,945	14.7
4.	Kiowa	12,532	1,773	14.1
5.	Comanche	108,144	15,160	14.0
6.	Craig	14,722	2,065	14.0
7.	Seminole	25,144	3,491	13.9
8.	Washita	12,141	1,681	13.8
9.	Caddo	28,931	3,955	13.7
10.	Cherokee	23,174	3,156	13.6
11.	Blaine	11,794	1,568	13.3
12.	Custer	22,665	3,013	13.3
13.	Tillman	12,901	1,685	13.1
14.	Harmon	5,136	658	12.8
15.	Kingfisher	12,857	1,604	12.5
16.	Texas	16,352	2,038	12.5
17.	Ellis	5,129	631	12.3
18.	Okfuskee	10,683	1,288	12.1
19.	Garfield	55,365	6,666	12.0
20.	Major	7,529	897	11.9
21.	Jackson	30,902	3,591	11.6
22.	Mayes	23,302	2,705	11.6
23.	Grant	7,117	818	11.5
24.	Lincoln	19,482	2,211	11.3
25.	Cleveland	81,839	8,628	10.5
26.	Noble	10,043	1,048	10.4
27.	Nowata	9,773	1,013	10.4
28.	Canadian	32,245	3,323	10.3
29.	McCurtain	28,642	2,960	10.3
30.	Murray	10,669	1,087	10.2
31.	Coal	5,525	551	10.0
32.	Pottawatomie	43,134	4,312	10.0
33.	Cotton	6,832	676	9.9
34.	Oklahoma	526,804	51,018	9.7
35.	Woods	11,920	1,110	9.3

RANK	COUNTY	TOTAL CO. POP.	LIMITED ENGLISH-SPEAKING POPULATION	% OF CO. TOTAL
36.	Rogers	28,425	2,598	9.1
37.	Payne	50,654	4,559	9.0
38.	Atoka	10,972	979	8.9
39.	Greer	7,979	686	8.6
40.	Roger Mills	4,452	380	8.5
41.	Woodward	15,537	1,324	8.5
42.	Pittsburg	37,521	3,168	8.4
43.	Tulsa	401,610	33,166	8.3
44.	Cimarron	4,145	336	8.1
45.	Johnston	7,870	636	8.1
46.	Okmulgee	35,358	2,812	8.0
47.	Beaver	6,282	490	7.8
48.	Dewey	5,656	441	7.8
49.	Marshall	7,682	602	7.8
50.	Alfalfa	7,224	547	7.6
51.	Sequoyah	23,370	1,776	7.6
52.	Logan	19,645	1,465	7.5
53.	McIntosh	12,472	933	7.5
54.	Muskogee	59,542	4,417	7.4
55.	Latimer	8,601	627	7.3
56.	Kay	48,791	3,464	7.1
57.	Osage	29,750	2,099	7.1
58.	Pontotoc	27,867	1,951	7.1
59.	Washington	42,277	2,849	6.7
60.	Jefferson	7,125	468	6.6
61.	Carter	37,349	2,443	6.5
62.	Choctaw	15,141	940	6.2
63.	Harper	5,151	319	6.2
64.	Love	5,637	341	6.0
65.	McClain	14,157	846	6.0
66.	Garvin	24,874	1,471	5.9
67.	Haskell	9,578	560	5.8
68.	Pawnee	11,338	663	5.8
69.	Bryan	25,552	1,428	5.6
70.	Creek	45,532	2,561	5.6

ANK	COUNTY	TOTAL CO. POP.	LIMITED ENGLISH-SPEAKING POPULATION	% OF CO. TOTAL
1.	LeFlore	32,137	1,778	5.5
2.	Wagoner	22,163	1,210	5.5
3.	Grady	29,354	1,484	5.1
4.	Stephens	35,902	1,806	5.0
5.	Beckham	15,754	765	4.9
6.	Ottawa	29,800	1,22	4.1
7.	Pushmataha	9,385	335	3.6
TATE TOTAL		2,559,175	237,875	9.3%
Iedian				8.6%

ource: U.S. Bureau of the Census, Census of Population: 1970, General Social and Economic haracteristics, Final Report PC(1)-C38 Oklahoma, Table 119, Mother Tongue for Selected roups.